



CITY OF INDIANOLA COUNCIL MEETING

April 4, 2016

City Council Meeting Including Public Hearings To Follow Directly After The Adjournment Of
The Council Study Committee Meeting
In The City Council Chambers
Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public Comment
5. Consent
 - A. Approval of agenda
 - B. March 21, 2016 Minutes
 - C. Set May 16, 2016 as the public hearing to amend the FY 2016 Budget
 - D. Approval of a noise permit for The Garage (Dan Brown and Clint Brightman) that plans to have live music on Friday and/or Saturday evenings (April 15 - November 30, 2016) from 8:00 p.m. - midnight
 - E. Prior and final approval of applications for urban revitalization designation
 - F. Claims on the computer printout for April 4, 2016
6. Council Reports
 - A. Receive Greater Des Moines Convention & Visitors Bureau report from Greg Edwards, President & CEO
 - B. Receive Economic Development report - Greg Marchant
7. Mayor's Report - Kelly Shaw
 - A. Community Update
8. Public Consideration
 - A. Old Business

1. Public hearing and first consideration to amend Chapter 165 Zoning, Chapter 166 Site Plan and Chapter 170 Subdivision Ordinances (P&Z approved unanimously on March 8, 2016)
2. Public hearing and first consideration to amend the Building, Electrical, Plumbing, Mechanical, Fire and Fuel Gas Codes
3. Public hearing and first consideration to amend the transient merchant ordinance to include peddlers and solicitors
4. Request from Greg Johansen and Mike Ohnemus to purchase an alley
 - a. Final consideration of a request from Greg Johansen and Mike Ohnemus to vacate and purchase the West ½ of east/west alley within Block 36 of College Addition (P&Z approved unanimously 2/9/16)
 - b. Resolution approving sale of an alley located in a portion of property located at the West 1/2 of east/west alley within Block 36 of College Addition to adjacent property owners Greg Johansen and Mike Ohnemus
- B. New Business
 1. Resolution approving salaries
 2. Resolution Designating Collective Bargaining Representatives
9. Other Business
10. Adjourn

Information

Subject
March 21, 2016 Minutes

Information

Attachments

Minutes

REGULAR SESSION – MARCH 21, 2016

The City Council met in regular session at 7:00 p.m. on March 21, 2016. Mayor Kelly Shaw called the meeting to order and on roll call the following members were present: Shirley Clark, Joe Gezel, John Parker, Pam Pepper, Brad Ross and Greta Southall.

The consent agenda consisting of the following was approved on a motion by Pepper and seconded by Ross. Question was called for and upon the council member votes, the Mayor declared the motion carried unanimously.

Approval of agenda

March 7, 2016 Minutes

Applications

- A new Class "B" Beer Permit and Outdoor Area for The Square Bar Association - Bike Night
- A renewal refuse hauling permit for Waste Connections

Set April 4, 2016 as a public hearing and first consideration of the following:

- Resolution No. 2016-18 setting a public hearing to amend Chapter 165 Zoning, Chapter 166 Site Plan and Chapter 170 Subdivision Ordinances
- Resolution No. 2016-19 setting a public hearing to amend Chapter 156 Building Code, Chapter 157 Electrical Code, Chapter 158 Plumbing Code, Chapter 159 Mechanical Code, Chapter 160 Fire Code and Chapter 162 Fuel Gas Code
- Resolution No. 2016-20 setting a public hearing to amend Chapter 122 Transient Merchant Ordinance to include peddlers and solicitors

Claims on the computer printout for March 21, 2016 and the February 2016 receipts

The February 2016 City Treasurer's Report was approved on a motion by Pepper and seconded by Parker. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Arlen Schrum, of Shull & Co presented the FY 14/15 Audit Report. It was moved by Clark and seconded by Parker to approve the FY 14/15 Audit Report. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Executive Director Hollie Askey presented the WCEDC report.

Police Chief Button presented the police department's annual report.

Council member Clark stated there was information regarding a snapshot of Tax Increment Finance and a Tax Increment Finance Statistics report in there packet which was presented at the Metro Advisory meeting.

The WCEDC report was presented by Council member Ross.

Council member Parker presented the Greater Des Moines Convention Report.

It was moved by Parker and seconded by Ross to approve the second consideration of a request from Greg Johansen and Mike Ohnemus to vacate and purchase the West ½ of east/west alley within

Block 36 of College Addition. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Fire Chief Chia presented information regarding the Staffing for Adequate Fire and Emergency Response (SAFER) Grant application. A motion was made by Pepper and seconded by Parker to approve submitting a SAFER Grant for the Fire Department. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Council member Pepper moved to approve the following Resolution Approving Personnel Salaries. Council member Southall seconded the motion. On roll call the vote was, AYES: Gezel, Southall, Parker, Ross, Clark and Pepper. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-21
RESOLUTION APPROVING SALARIES

(The complete resolution may be viewed at the City Clerk's Office)

Council member Clark introduced the following resolution entitled, "RESOLUTION AUTHORIZING THE CERTIFICATION OF LIENS TO THE WARREN COUNTY TREASURER FOR PURPOSES OF ASSESSING THE COSTS OF THE NUISANCE ABATEMENT AGAINST PROPERTY." Council member Parker seconded the motion to adopt. On roll call the vote was, AYES: Pepper, Gezel, Southall, Parker, Ross and Clark. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION 2016-22
RESOLUTION AUTHORIZING THE CERTIFICATION OF LIENS TO THE WARREN COUNTY
TREASURER FOR PURPOSES OF ASSESSING THE COSTS OF THE
NUISANCE ABATEMENT AGAINST PROPERTY

(The complete resolution may be viewed at the City Clerk's Office)

Meeting adjourned on a motion by Parker and seconded by Clark.

Kelly B. Shaw, Mayor

Diana Bowlin, City Clerk

Information

Subject

Set May 16, 2016 as the public hearing to amend the FY 2016 Budget

Information

Council needs to set May 16, 2016 as a public hearing (no additional readings) to amend the FY 2016 budget. Taxes will not be increased (per Iowa Code) due to this amendment. Following is the programs affected:

- Culture and Recreation Fund: unplanned trail project
 - Enterprise Funds: Unplanned Repairs at Sewer Plant and Forced Mains as well as timing of payments on IMU's Hwy 92 relocation project.
-

Information

Subject

Approval of a noise permit for The Garage (Dan Brown and Clint Brightman) that plans to have live music on Friday and/or Saturday evenings (April 15 - November 30, 2016) from 8:00 p.m. - midnight

Information

Dan Brown and Clint Brightman, The Garage, are requesting a noise permit for live music on Friday and/or Saturday nights starting April 15 - November 30, 2016. As in previous years, the sound from the speakers will face to the south away from residential neighborhoods. Police Chief Dave Button and City Manager Ryan Waller have approved.

Council approval is necessary since this permit is for multiple days.

Attachments

Noise Permit

Date: 3/31/16

Noise Permit Application

For The Garage - Live Music

Event Date: April 15, 2016 - November 30, 2016 (Friday & Saturday Nights from 8:00 p.m. - Midnight)

Staff Recommendation

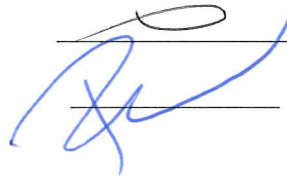
Attached is an noise permit application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request. Initial and date under either approval or disapproval.

Approve

Disapprove

Police Department – Dave Button

City Manager – Ryan Waller



Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name:

Date/Time of Event:

Location of Event:

Event Sponsor(s):

Contact Information:

Organization:

Contact Name:

Address:

Telephone Number:

Cell Phone Number:

Fax Number:

Email Address:

Today's Date:

Anticipated Attendance:

Per Day

107 Total

Event Information:

Event Starts

Date:

Time

Day of Week

Event Ends

Date:

Time

Day of Week

The noise permit cannot extend past midnight.

Previous Event Information

Date of Event:

Time of Event:

Please provide a map showing the event location and location of band/music,
please specify: ☒ Band ☒ DJ ☒ Other (please specify)

RETURN NOISE APPLICATION TO:

110 North First Street, PO Box 299

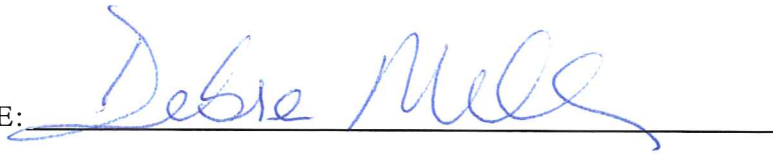
Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com

APPLICANT SIGNATURE:



Late Fee: Cash: _____ Check: _____ Received By: _____

OFFICE USE ONLY

Paid CK 1479

DATE RECEIVED:	3/3/2016			
	Signature	Date	Approved	Denied
Police Department:				
City Manager:				

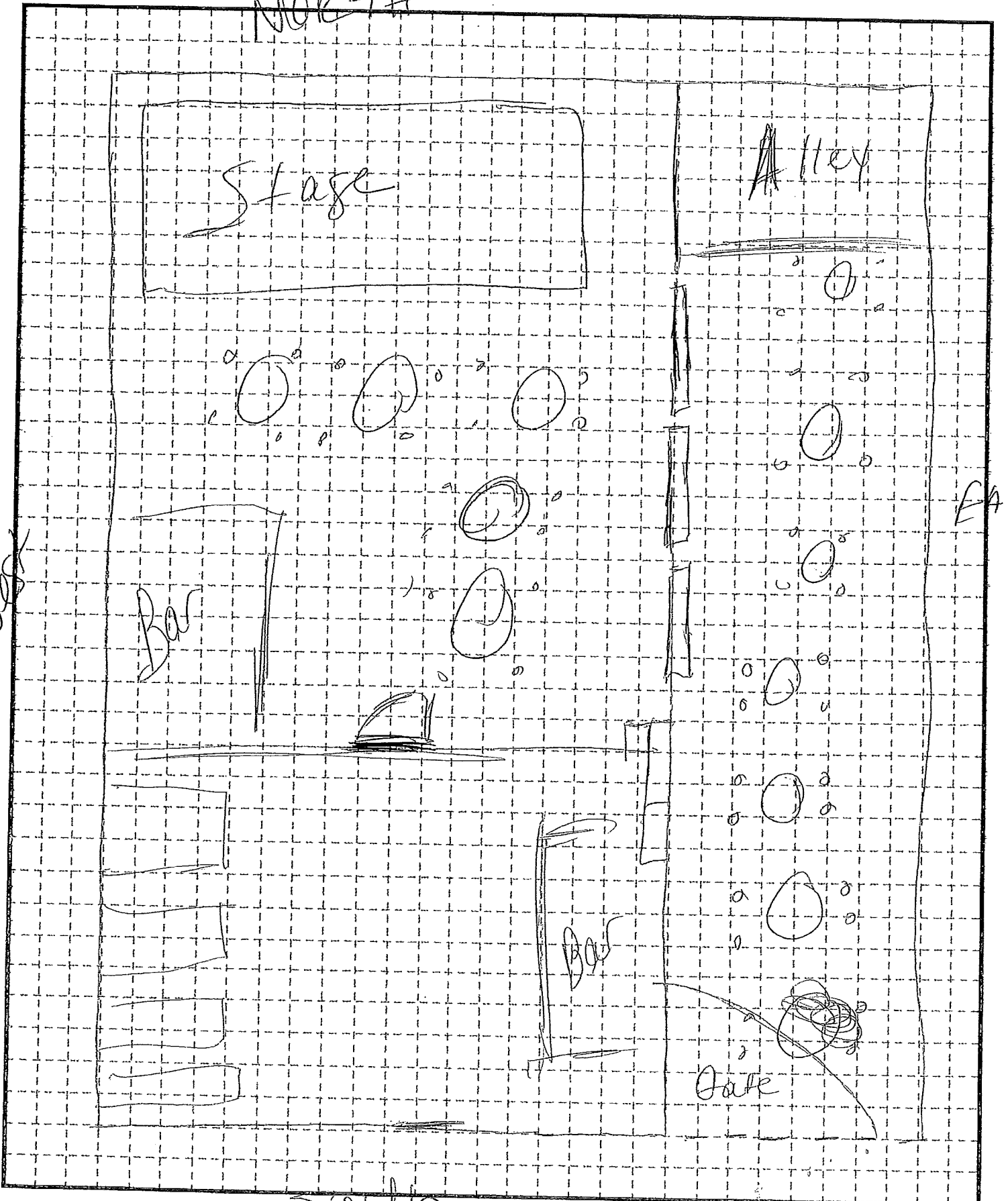
RETURN NOISE APPLICATION TO:
110 North First Street, PO Box 299
Indianola, Iowa 50125
Phone: 515-961-9410 Fax: 515-961-9402
www.indianolaiowa.gov
E-Mail: dbowlin@cityofindianola.com



THE WALDINGER CORPORATION

DATE _____

NORTH



Meeting Date: 04/04/2016

Information
Subject

Prior and final approval of applications for urban revitalization designation

Information

The following comprise a list of prior and final applications for Urban Revitalization Designation. The paperwork is in order.

Prior

Orton Homes - 1512 W. Henderson Place - SFD - \$250,000

Bernie Brueck - 708 W. Scenic Valley Drive - SFD - \$256,000

Johansen & Ohnemus Partnership - 113 E. Salem Avenue - Commercial/residential renovation - \$392,525

Final

Hart Holdings LLC - 101/103 South "B" Street - Duplex - \$215,000

Jerry's Homes - 110 Rolling Vista Place - SFD - \$120,000

NOTE: All SFD's have the first \$75,000 abated.

Below is a list of permits issued through March 31, 2016 and previous years.

	2016		2015		2014		2013		2012	
SFD	6	\$1,305,500 \$217,583	1	\$184,000	2	\$443,000 \$221,500	7	\$1,287,300 \$183,900	3	\$589,400 \$196,466
Duplexes	0	0	0	0	0	0	1	\$230,000	1	\$230,000
MFD	1	\$10,944,453	0	0	0	0	1	\$426,350	0	0
Add/Alt	9	\$115,538	5	\$49,700	2	\$36,100	4	\$25,400	3	\$63,000
Non-Residential	7	\$4,998,869	9	\$10,330,710	8	\$657,300	4	\$5,548,480	4	\$193,000
Total	23	\$17,364,360	15	\$10,564,410	12	\$1,136,400	17	\$7,517,530	11	\$1,075,400

AttachmentsUR Apps

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

3 Year Abatement _____ 5 Year Abatement _____ Date 3/7/16
(please initial items below)

X Prior Approval for Intended Improvements _____ Approval of Improvements Completed

Address of Property: 1512 W. Henderson PL

Legal Description of Property: lot 7 Court Creek Estates Plat 1

Title Holder or Contract Buyer: Orton Homes

Address of Owner (if different than above): 2208 Woodlands Pkwy Clive IA 50301

Phone Number (to be reached during the day): 528-8123

Existing Property Use: X Residential _____ Commercial _____ Industrial _____ Vacant

Proposed Property Use: X Residential _____ Commercial _____ Industrial _____ Vacant

_____ Rental _____ Owner Occupied

Nature of Improvements: _____ Addition X New Construction _____ General Improvements

DESCRIPTION: Single family new const. 2 story

2,711 sq. ft. - 4 bedrooms - 2 full baths - 1 partial bath - 3 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes _____ No _____

Attic space insulation rated R-44 or higher? Yes _____ No _____

125 M.P.H. lifetime shingle? Yes _____ No _____

Windows have minimum U factor of .31 or less or a low E rating? Yes _____ No _____

H.V.A.C. has a minimum 90% efficiency rating? Yes _____ No _____

Programmable Energy Star thermostat installed? Yes _____ No _____

All ductwork is taped and sealed? Yes _____ No _____

All appliances are Energy Star rated? Yes _____ No _____

A/C Unit with Minimum SEER rating of 14 Yes _____ No _____ Brand? _____

Furnace with a minimum 90% efficiency rating Yes _____ No _____ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes _____ No _____ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes _____ No _____

Faucets 2.0 GPM? Yes _____ No _____

Showers 2.0 GPM? Yes _____ No _____

Water closets 1.3 GPM or dual flush? Yes _____ No _____

Ductwork in unconditioned spaces all insulated? Yes _____ No _____

Four trees and six shrubs planted? Yes _____ No _____

Estimated or Actual Date of Completion: 7/2016

Estimated or Actual Value of Improvements: \$250,000

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant _____ Date of Occupancy _____ Relocation Benefits _____

Signed By: [Signature]

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

_____ 3 Year Abatement ☒ 5 Year Abatement _____ Date _____
(please initial items below)

☒ Prior Approval for Intended Improvements _____ Approval of Improvements Completed

Address of Property: 708 W Scenic Valley Drive

Legal Description of Property: Plot 1 Heritage Hills Plot 8

Title Holder or Contract Buyer: Bernie Bruce

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): 515-249-9499

Existing Property Use: ☒ Residential _____ Commercial _____ Industrial ☒ Vacant

Proposed Property Use: ☒ Residential _____ Commercial _____ Industrial _____ Vacant

_____ Rental ☒ Owner Occupied

Nature of Improvements: _____ Addition ☒ New Construction _____ General Improvements

DESCRIPTION: 1 story std- 2475 sq. ft. - 3 bedrooms -
2 full baths - 4 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes ☒ No _____

Attic space insulation rated R-44 or higher? Yes ☒ No _____

125 M.P.H. lifetime shingle? Yes ☒ No _____

Windows have minimum U factor of .31 or less or a low E rating? Yes ☒ No _____

H.V.A.C. has a minimum 90% efficiency rating? Yes ☒ No _____

Programmable Energy Star thermostat installed? Yes ☒ No _____

All ductwork is taped and sealed? Yes ☒ No _____

All appliances are Energy Star rated? Yes ☒ No _____

A/C Unit with Minimum SEER rating of 14 Yes ☒ No _____ Brand? _____

Furnace with a minimum 90% efficiency rating Yes ☒ No _____ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☒ No _____ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes ☒ No _____

Faucets 2.0 GPM? Yes ☒ No _____

Showers 2.0 GPM? Yes ☒ No _____

Water closets 1.3 GPM or dual flush? Yes ☒ No _____

Ductwork in unconditioned spaces all insulated? Yes ☒ No _____

Four trees and six shrubs planted? Yes ☒ No _____

Estimated or Actual Date of Completion: 9/20/16

Estimated or Actual Value of Improvements: \$250,000

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant _____ Date of Occupancy _____ Relocation Benefits _____

Signed By: [Signature]

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
4 OR 5 YEAR (COMMERCIAL OR INDUSTRIAL):

☒ Commercial ☐ Industrial Date 3/18/2016

☒ Prior Approval for Intended Improvements ☐ Approval of Improvements Completed

Address of Property: 113 East Salem Avenue

Legal Description of Property: Lot 6 & 7 Blk 18 Indianola O.T.P.

Title Holder or Contract Buyer: Johnson & Onnemus Partnership

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: ☐ Commercial ☐ Industrial ☒ Vacant

Proposed Property Use: ☒ Commercial ☐ Industrial ☐ Vacant

☒ Rental ☐ Owner Occupied

Nature of Improvements: ☐ Addition ☐ New Construction ☒ General Improvements

DESCRIPTION: 2 story Commercial / Residential Combination renovation -
1st level retail - bakery / vacant office space w/ 2 restroom facilities
4,044 sq. ft. total 1st floor

Estimated or Actual Date of Completion: 3/2016

Estimated or Actual Value of Improvements: \$392,505 Combined Commercial / Residential

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant
occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant	Date of Occupancy	Relocation Benefits
--------	-------------------	---------------------

Signed By: Craig Adams

FOR AGENCY USE ONLY:

City Manager The above application is/is not in conformance with the requirements of the
Urban Revitalization Plan for City of Indianola
Relocation Benefits Paid N/A

City Manager _____ Date _____

Building Dept Construction Permit No.(s) 916 Date Issued 9/15/15 FINAL _____

Building Official _____

City Council Application approved/disapproved (reason if disapproved) _____

Indianola City Council _____ Date _____

County Assessor Present assessed value _____ Assessed value w/improvements _____

Eligible or non-eligible for tax abatement _____

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

X 3 Year Abatement _____ 5 Year Abatement _____ Date 3/18/2016
(please initial items below)

X Prior Approval for Intended Improvements _____ Approval of Improvements Completed _____

Address of Property: 113 East Salem Avenue

Legal Description of Property: Lot 6 & 7 Blk 18 Indianola O.T.P.

Title Holder or Contract Buyer: Johansen & Ohnemus Partnership

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: _____ Residential _____ Commercial _____ Industrial X Vacant

Proposed Property Use: X Residential _____ Commercial _____ Industrial _____ Vacant

X Rental _____ Owner Occupied

Nature of Improvements: _____ Addition _____ New Construction X General Improvements

DESCRIPTION: 2 story Residential / Commercial combination renovation
4 apartment units on 2nd level w/ combined 8 bedrooms 4 full baths
3,470 sq. ft. total 2nd floor

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes _____ No _____

Attic space insulation rated R-44 or higher? Yes _____ No _____

125 M.P.H. lifetime shingle? Yes _____ No _____

Windows have minimum U factor of .31 or less or a low E rating? Yes _____ No _____

H.V.A.C. has a minimum 90% efficiency rating? Yes _____ No _____

Programmable Energy Star thermostat installed? Yes _____ No _____

All ductwork is taped and sealed? Yes _____ No _____

All appliances are Energy Star rated? Yes _____ No _____

A/C Unit with Minimum SEER rating of 14 Yes _____ No _____ Brand? _____

Furnace with a minimum 90% efficiency rating Yes _____ No _____ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes _____ No _____ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes _____ No _____

Faucets 2.0 GPM? Yes _____ No _____

Showers 2.0 GPM? Yes _____ No _____

Water closets 1.3 GPM or dual flush? Yes _____ No _____

Ductwork in unconditioned spaces all insulated? Yes _____ No _____

Four trees and six shrubs planted? Yes _____ No _____

Estimated or Actual Date of Completion: 3/2016

Estimated or Actual Value of Improvements: \$ 392,525 - combined Res & Commercial

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant _____ Date of Occupancy _____ Relocation Benefits _____

Signed By: C. Johansen

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

☒ 3 Year Abatement ☐ 5 Year Abatement Date 3/22/2016
(please initial items below)

☐ Prior Approval for Intended Improvements ☒ Approval of Improvements Completed

Address of Property: 101/103 South B Street

Legal Description of Property: LOTS 1 & 24 E. 25' Lot 2 Blk 15 Indianola O.T.P.

Title Holder or Contract Buyer: Hart Holdings LLC

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: ☐ Residential ☐ Commercial ☐ Industrial ☒ Vacant

Proposed Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant
☐ Rental ☒ Owner Occupied

Nature of Improvements: ☐ Addition ☒ New Construction ☐ General Improvements

DESCRIPTION: 1 story duplex - 3,030 total sq. ft. - 5 bedrooms -
3 full baths - 4 garage spaces

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Attic space insulation rated R-44 or higher?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
125 M.P.H. lifetime shingle?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Windows have minimum U factor of .31 or less or a low E rating?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
H.V.A.C. has a minimum 90% efficiency rating?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Programmable Energy Star thermostat installed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
All ductwork is taped and sealed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
All appliances are Energy Star rated?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

A/C Unit with Minimum SEER rating of 14 Yes ☐ No ☐ Brand? _____

Furnace with a minimum 90% efficiency rating Yes ☐ No ☐ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☐ No ☐ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes ☐ No ☐

Faucets 2.0 GPM? Yes ☐ No ☐

Showers 2.0 GPM? Yes ☐ No ☐

Water closets 1.3 GPM or dual flush? Yes ☐ No ☐

Ductwork in unconditioned spaces all insulated? Yes ☐ No ☐

Four trees and six shrubs planted? Yes ☐ No ☐

Estimated or Actual Date of Completion: 3/22/2016

Estimated or Actual Value of Improvements: \$215,000

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant	Date of Occupancy	Relocation Benefits
--------	-------------------	---------------------

☒ Signed By: [Signature]

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

X 3 Year Abatement _____ 5 Year Abatement _____ Date 3/22/16
(please initial items below)

_____ Prior Approval for Intended Improvements X Approval of Improvements Completed

Address of Property: 110 Rolling Vista Pl

Legal Description of Property: Lot 11 Scenic Pointe

Title Holder or Contract Buyer: Jepp Homes

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: _____ Residential _____ Commercial _____ Industrial X Vacant

Proposed Property Use: X Residential _____ Commercial _____ Industrial _____ Vacant

_____ Rental X Owner Occupied

Nature of Improvements: _____ Addition X New Construction _____ General Improvements

DESCRIPTION: 1 story sfd - 1,641 sq. ft. - 3 bedrooms -
2 full baths - 2 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher?	Yes _____	No _____
Attic space insulation rated R-44 or higher?	Yes _____	No _____
125 M.P.H. lifetime shingle?	Yes _____	No _____
Windows have minimum U factor of .31 or less or a low E rating?	Yes _____	No _____
H.V.A.C. has a minimum 90% efficiency rating?	Yes _____	No _____
Programmable Energy Star thermostat installed?	Yes _____	No _____
All ductwork is taped and sealed?	Yes _____	No _____
All appliances are Energy Star rated?	Yes _____	No _____
A/C Unit with Minimum SEER rating of 14 Yes _____ No _____ Brand? _____		
Furnace with a minimum 90% efficiency rating Yes _____ No _____ Brand? _____		
Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes _____ No _____ Brand? _____		
Rating? _____		
Plumbing fixtures in both kitchen and baths are all Energy Star rated?	Yes _____	No _____
Faucets 2.0 GPM? Yes _____ No _____		
Showers 2.0 GPM? Yes _____ No _____		
Water closets 1.3 GPM or dual flush? Yes _____ No _____		
Ductwork in unconditioned spaces all insulated? Yes _____ No _____		
Four trees and six shrubs planted? Yes _____ No _____		

Estimated or Actual Date of Completion: 3/21/16

Estimated or Actual Value of Improvements: \$120,000

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant	Date of Occupancy	Relocation Benefits
--------	-------------------	---------------------

Signed By: [Signature]

Information

Subject

Claims on the computer printout for April 4, 2016

Information

Attachments

Claims

Vendor Report

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
GENERAL FUND				
911 ETC INC	001-1700-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	2.50
911 ETC INC	001-6200-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	10.82
AHLERS & COONEY P.C.	001-6500-64110	SUMMERCREST HILLS TIF AGREEMENT	03/22/2016	180.00
CITY OF INDIANOLA - UTILITY	001-6500-63710	UTILITIES	03/29/2016	1,953.06
CITY OF INDIANOLA - UTILITY	001-2300-63710	UTILITIES	03/29/2016	15,548.26
DOCUMENT DESTRUCTION	001-6500-64990	SHRED/RECYCLING	03/03/2016	115.32
GREATER DM CONVENTION &	001-5100-64130	MEMBERSHIP	03/22/2016	4,500.60
INFOMAX OFFICE SYSTEMS IN	001-1700-63410	COPIER CONTRACT	03/16/2016	.91
INFOMAX OFFICE SYSTEMS IN	001-6200-63400	COPIER CONTRACT	03/16/2016	837.31
INFOMAX OFFICE SYSTEMS IN	001-1700-64990	PRINTER/COPIER LEASE CHARGES	03/22/2016	184.52
KOSMAN CLEANING CREW LLC	001-6500-64090	2ND HALF OF MARCH	03/29/2016	2,167.00
MID AMERICAN ENERGY CO.	001-6500-63710	FUEL HEAT	03/25/2016	555.20
MID AMERICAN ENERGY CO.	001-6500-63710	N HWY 65/69 ENT SIGN	03/21/2016	17.97
MID AMERICAN ENERGY CO.	001-2300-63710	ST LIGHTING	03/16/2016	154.71
PELLA PRINTING	001-6500-64140	SPRING CLEAN UP	02/25/2016	820.00
PITNEY BOWES	001-6200-65080	POSTAGE METER	03/13/2016	372.28
PITNEY BOWES	001-1700-65080	POSTAGE METER	03/13/2016	30.41
SHULL SCHRUM MCCLAFLIN &	001-6500-64010	CITY AUDIT	03/11/2016	3,200.00
SHULL, DOUG	001-6500-64990	TREASURER CONTRACT	03/28/2016	83.33
T.R.M. DISPOSAL LLC	001-6500-64090	ACCT #1506	03/24/2016	79.00
TELRITE CORPORATION	001-6150-63730	LONG DISTANCE SERVICE	03/22/2016	2.39
TELRITE CORPORATION	001-6210-63730	LONG DISTANCE SERVICE	03/22/2016	15.73
TELRITE CORPORATION	001-1700-63730	LONG DISTANCE SERVICE	03/22/2016	16.08
TELRITE CORPORATION	001-6200-63730	LONG DISTANCE SERVICE	03/22/2016	19.78
UNUM LIFE INSURANCE CO OF	001-6200-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	212.85
UNUM LIFE INSURANCE CO OF	001-6150-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	40.95
UNUM LIFE INSURANCE CO OF	001-6250-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	115.00
UNUM LIFE INSURANCE CO OF	001-1700-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	88.67
UNUM LIFE INSURANCE CO OF	001-6210-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	48.29
WALLER, RYAN	001-6150-62300	IaCMA METRO MANAGERS LUNCH REIMB	03/30/2016	10.00
WALLER, RYAN	001-6150-62700	MILEAGE - IMMI CONFERENCE	03/30/2016	148.58
Total GENERAL FUND:				31,531.52
POLICE FUND				
911 ETC INC	011-1100-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	15.00
CELLEBRITE	011-1100-67240	CAMPUTER SOFTWARE	03/24/2016	3,098.99
DATA911	011-1100-67245	CAMERA	02/26/2016	4,245.75
INFOMAX OFFICE SYSTEMS IN	011-1100-64990	COPIER	03/03/2016	42.04
KIYA KODA HUMANE SOCIETY	011-1100-64137	HUMANE SOCIETY CONTRACT - APRIL 2016	03/28/2016	2,412.74
MC COY HARDWARE INC	011-1100-65060	SUPPLIES	03/23/2016	5.03
PELLA PRINTING	011-1100-64140	PRINTING	02/19/2016	101.00
PELLA PRINTING	011-1100-64140	PRINTING	02/26/2016	140.00
PETERSON, KYLE	011-1100-62300	TUITION REIMBURSEMENT	03/11/2016	800.00
PITNEY BOWES	011-1100-65080	POSTAGE METER	03/13/2016	73.81
SHER, BRIAN	011-1100-61810	UNIFORM ALLOWANCE	01/21/2016	47.69
T.R.M. DISPOSAL LLC	011-1100-67260	GARBAGE - BUILDING ACCT #159	03/24/2016	15.00
TELRITE CORPORATION	011-1100-63730	LONG DISTANCE SERVICE	03/22/2016	18.53
UNUM LIFE INSURANCE CO OF	011-1100-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	538.06
VERIZON WIRELESS	011-1100-63730	DATA	03/15/2016	291.02
WEST DES MOINES POLICE DE	011-1100-62300	TRAINING - METCALF/HAWKINS	03/25/2016	60.00
Total POLICE FUND:				11,904.66
FIRE FUND				
911 ETC INC	015-1500-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	9.17
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES	03/29/2016	28.18

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES	03/29/2016	200.00
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES - PD/FIRE BLDG	03/29/2016	135.58
FDFRIENDLY.COM LLC	015-1500-65070	BUNTING 24' X 30"	03/13/2016	140.00
HILLYARD/DES MOINES	015-1500-63100	STATION SUPPLIES	03/11/2016	260.62
INFOMAX OFFICE SYSTEMS IN	015-1500-64990	COPIER CONTRACT	03/16/2016	17.41
IOWA STATE UNIVERSITY	015-1500-62300	FIRE/ARSON INVESTIGATOR	03/17/2016	295.00
IOWA STATE UNIVERSITY	015-1500-62300	ANNUAL FIRE SCHOOL	03/18/2016	85.00
MID AMERICAN ENERGY CO.	015-1500-63710	UTILITIES	03/22/2016	101.67
MID AMERICAN ENERGY CO.	015-1500-63710	UTILITIES	03/22/2016	11.09
PITNEY BOWES	015-1500-65080	POSTAGE METER	03/13/2016	1.11
ROSS CHEMICAL SYSTEMS IN	015-1500-65070	STATION SOAPS/VEHICLES	03/09/2016	248.25
TELRITE CORPORATION	015-1500-63730	LONG DISTANCE SERVICE	03/22/2016	20.00
TOYNE INC	015-1500-65051	12V FAN MOTOR #331	03/04/2016	47.85
U.S. CELLULAR	015-1500-63730	CELL PHONE	03/12/2016	48.55
UNUM LIFE INSURANCE CO OF	015-1500-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	58.28
Total FIRE FUND:				1,707.76
AMBULANCE FUND				
AIRGAS USA LLC	016-1600-65070	OXYGEN	03/07/2016	61.67
AIRGAS USA LLC	016-1600-65070	OXYGEN	03/14/2016	107.76
DES MOINES AREA COMM COL	016-1600-62300	EMT-B CLASS	03/14/2016	1,746.00
FOSTER COACH SALES INC	016-1600-63410	REPAIR WORK	03/16/2016	129.95
INFOMAX OFFICE SYSTEMS IN	016-1600-63400	COPIER CONTRACT	03/16/2016	31.17
PITNEY BOWES	016-1600-65080	POSTAGE METER	03/13/2016	64.85
TELRITE CORPORATION	016-1600-63730	LONG DISTANCE SERVICE	03/22/2016	.99
UNUM LIFE INSURANCE CO OF	016-1600-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	250.16
Total AMBULANCE FUND:				2,392.55
LIBRARY FUND				
911 ETC INC	041-4100-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	9.17
PITNEY BOWES	041-4100-65080	POSTAGE METER	03/13/2016	63.25
TELRITE CORPORATION	041-4100-63730	LONG DISTANCE SERVICE	03/22/2016	9.41
UNUM LIFE INSURANCE CO OF	041-4100-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	79.72
Total LIBRARY FUND:				161.55
PARK & RECREATION FUND				
911 ETC INC	042-4200-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	13.33
911 ETC INC	042-4300-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	4.17
ATLANTIC BOTTLING CO.	042-4400-65070	SOFTBALL CONCESSIONS	03/18/2016	2,098.10
BONWELL, WILLIAM	042-4400-66990	REFUND - PARKS & REC FEE	03/28/2016	6.00
BURROWS, DESIREE	042-4400-66990	REFUND - PARKS & REC FEES	03/29/2016	28.50
CENTURYLINK	042-4300-63730	911 PHONE	03/22/2016	54.01
CHARTWELLS DINING SERVIC	042-4320-65070	THINK SPRING CATERING	02/27/2016	380.70
CHARTWELLS DINING SERVIC	042-4320-65070	THINK SPRING	02/27/2016	1,528.51
COLE, LEE	042-4400-64205	MAGICAMP INSTRUCTION	03/18/2016	425.00
CRABB, SHARON	042-4400-66990	REFUND - PARKS & REC	03/28/2016	24.00
DUST PROS JANITORIAL	042-4400-64090	ACTIVITY CENTER CLEANING	03/21/2016	1,562.00
DUST PROS JANITORIAL	042-4400-65070	ACTIVITY CENTER CLEANING SUPPLIES	03/21/2016	26.78
FARNER-BROCKEN CO	042-4400-65070	SOFTBALL CONCESSIONS	03/18/2016	2,488.47
GUSTAFSON, MEGAN	042-4400-66990	REFUND - PARKS & REC FEES	03/22/2016	12.00
HY-VEE	042-4400-64205	KIDS COOK MARCH 22 CLASS	03/23/2016	100.00
INFOMAX OFFICE SYSTEMS IN	042-4200-65060	COPIES	03/17/2016	68.44
IOWA PRISON INDUSTRIES	042-4300-65090	PARK TRAIL SIGN & CAMPGROUND SIGNS	03/16/2016	471.90
JESS' LOCK AND KEY	042-4400-63100	KEYS - ACTIVITY CENTER	03/17/2016	18.40
KYNER, ANDY	042-4400-65072	2 USED GARDEN TRACTORS - SOFTBALL	03/25/2016	5,500.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
MC CULLOUGH, SCOTT	042-4400-66990	REFUND - PARK & REC FEES	03/22/2016	12.00
MID AMERICAN ENERGY CO.	042-4300-63710	FUEL HEAT	03/22/2016	141.82
MILLER ELECTRIC SERVICES	042-4400-63100	CITY SIGN REPAIR	02/25/2016	342.63
MILLER, TARA	042-4400-66990	REFUND - PARKS & REC	03/28/2016	21.50
MURPHY, STEPHANIE	042-4400-66990	REFUND - PARKS & REC	03/28/2016	23.00
OWENS, PATRICIA	042-4400-66990	REFUND - PARKS & REC	03/28/2016	37.00
PACHL, LORI	042-4400-66990	REFUND	03/22/2016	6.00
PENFIELD, CINDY	042-4400-66990	REFUND PARKS & REC FEES	03/29/2016	56.00
PIERCE BROTHERS REPAIR	042-4400-63100	PAINTER HANDLE REPAIR	03/22/2016	12.00
PONTIER, KAYLA	042-4400-66990	REFUND - PARKS & REC	03/22/2016	6.00
PUTNEY, STACY	042-4400-66990	REFUND - PARKS & REC	03/28/2016	38.10
ROGERS-MOULTON, CINDY	042-4400-66990	REFUND - CLASS CANCELLED	03/22/2016	6.00
SHEAN, JOANN	042-4400-66990	REFUND - PARKS & REC	03/28/2016	21.50
SHORT, SARA	042-4400-66990	REFUND - CLASS CANCELLED	03/22/2016	6.00
SIMPSON COLLEGE	042-4320-65070	THINK SPRING BLDG RENTAL	03/07/2016	900.00
SNELL, HEATHER	042-4400-66990	REFUND - PARKS & REC FEES	03/29/2016	80.00
U.S. CELLULAR	042-4300-63730	CELL PHONE - 2	03/12/2016	88.79
UNUM LIFE INSURANCE CO OF	042-4200-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	71.91
UNUM LIFE INSURANCE CO OF	042-4300-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	161.75
UNUM LIFE INSURANCE CO OF	042-4400-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	20.33
WALLER, LIZ	042-4400-66990	REFUND - CLASS CANCELLED	03/22/2016	6.00
WALTERS GARDENS INC.	042-4300-65070	PLANT SALE PLANTS	02/29/2016	1,940.64
WALTERS GARDENS INC.	042-4320-65070	PLANT SALE PLANTS	03/07/2016	84.83

Total PARK & RECREATION FUND:

18,894.11

POOL (MEMORIAL) FUND

911 ETC INC	045-4500-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	1.67
IA DEPT OF INSPECTIONS/APP	045-4500-64200	FOOD SERVICE LICENSE	03/21/2016	67.50
RECREONICS	045-4500-65070	2 FLOOR STANDS	03/24/2016	91.38

Total POOL (MEMORIAL) FUND:

160.55

ROAD USE TAX FUND

911 ETC INC	110-2100-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	1.67
BRUENING ROCK PRODUCTS	110-2100-65073	21/2" STABILIZATION STONE	03/16/2016	354.98
CENTURYLINK	110-2100-63730	TRAFFIC SIGNALS	03/22/2016	47.47
CIRCLE B CASHWAY	110-2100-65073	LUMBER	03/16/2016	97.78
CITY OF INDIANOLA - UTILITY	110-2100-63710	UTILITIES	03/30/2016	482.55
DIAMONDTEC INTERNATIONAL	110-2100-65073	DIAMOND BLADE	03/11/2016	900.00
LOGAN CONTRACTORS SUPPL	110-2100-63320	DOWEL PINS	03/21/2016	7.80
LOGAN CONTRACTORS SUPPL	110-2100-63320	AIR HOSE	03/30/2016	169.90
MID AMERICAN ENERGY CO.	110-2100-63710	FUEL HEAT	03/22/2016	111.44
MURPHY TRACTOR & EQUIPM	110-2100-63320	RADIATOR/FAN/ETC	03/22/2016	2,018.24
O'REILLY AUTO PARTS	110-2100-63320	FILTERS	03/21/2016	129.16
U.S. CELLULAR	110-2100-63730	CELL PHONE -3	03/12/2016	152.75
UNUM LIFE INSURANCE CO OF	110-2100-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	270.50
VETTER EQUIPMENT CO	110-2100-63320	BALANCE DUE ON INVOICE #783714	03/15/2016	2.00
WASTE MANAGEMENT OF IOW	110-2100-64090	TRASH - APRIL 2016	03/30/2016	32.00

Total ROAD USE TAX FUND:

4,778.24

CP--CAF FUND

CITY OF INDIANOLA - UTILITY	344-4400-67805	UTILITIES	03/29/2016	44.00
-----------------------------	----------------	-----------	------------	-------

Total CP--CAF FUND:

44.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
SEWER FUND				
911 ETC INC	610-8300-63730	911 MONTHLY ACCESS CHARGE	03/31/2016	6.67
CENTRAL PUMP & MOTOR LLC	610-8325-65072	BREAKER FOR PUMP #4 MORLOCK LIFT STATION	03/24/2016	1,257.00
CRYSTAL CLEAR WATER CO	610-8350-65012	DI WATER FOR LAB	03/21/2016	15.00
CSR RADIATOR REPAIR	610-8325-63410	REPAIR RADIATOR FOR MCCORD GENERATOR	03/22/2016	645.00
ELECTRIC PUMP	610-8325-63410	O-RINGS FOR PUMPS	03/16/2016	248.28
ENVIRONMENTAL RESOURCE	610-8350-65012	ANNUAL DMR-QA TESTS	03/18/2016	650.83
GRAVES, RICK	610-8300-61440	WELLNESS 1/14/16 - 4/13/16	03/22/2016	75.00
HACH COMPANY	610-8325-65070	CABLE AND DESSICANT FOR PORTABLE FLOW METER	03/24/2016	204.34
ITRON INC.	610-8300-64990	QUARTERLY SUPPORT (04/1/16 - 7/30/16)	03/12/2016	558.95
MID AMERICAN ENERGY CO.	610-8325-63710	07741-18004 65/69 LIFT	03/21/2016	72.47
MID AMERICAN ENERGY CO.	610-8325-63710	08701-24006 QUAIL MDWS LIFT	03/22/2016	54.53
MID AMERICAN ENERGY CO.	610-8325-63710	09750-87035 WESLEY LIFT	03/21/2016	41.13
PITNEY BOWES	610-8300-65080	POSTAGE METER	03/13/2016	.41
T.R.M. DISPOSAL LLC	610-8325-64990	ACCT #583 - TRASH - SOUTH PLANT	03/24/2016	49.00
T.R.M. DISPOSAL LLC	610-8350-64990	ACCT #583 - TRASH - NORTH PLANT	03/24/2016	96.00
TELRITE CORPORATION	610-8300-63730	LONG DISTANCE SERVICE	03/22/2016	6.02
U.S. CELLULAR	610-8300-63730	CELL PHONE - 2	03/12/2016	85.19
UNUM LIFE INSURANCE CO OF	610-8300-61550	LIFE, AD&D AND LTD INSURANCE	03/28/2016	147.96
WILLIAMS MACHINE SHOP INC	610-8350-65072	REPAIR PUMP SHAFT	03/16/2016	200.00
Total SEWER FUND:				4,413.78
RECYCLING FUND				
WASTE MANAGEMENT OF IOW	670-8400-64701	RECYCLING APT 494-0152822-0516-8	03/30/2016	2,510.76
WASTE MANAGEMENT OF IOW	670-8400-64702	RECYCLING TOTES 494-0152854-0516-1	03/29/2016	10.00
WASTE MANAGEMENT OF IOW	670-8400-64702	RECYCLING TOTES 494-0152855-0516-8	03/29/2016	10.00
WASTE MANAGEMENT OF IOW	670-8400-64702	RECYCLING TOTES 494-0152856-0516-6	03/29/2016	10.00
Total RECYCLING FUND:				2,540.76
Grand Totals:				78,529.48

City Council: _____

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
911 ETC INC				
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	4.17	PARK & RECREATI
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	13.33	PARK & RECREATI
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	9.17	FIRE FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	1.67	ROAD USE TAX FU
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	9.17	LIBRARY FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	10.82	GENERAL FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	6.67	SEWER FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	2.50	GENERAL FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	1.67	POOL (MEMORIAL)
911 ETC INC	911 MONTHLY ACCESS CHARGE	03/31/2016	15.00	POLICE FUND
Total 911 ETC INC:			74.17	
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	SUMMERCREST HILLS TIF AGREEMENT	03/22/2016	180.00	GENERAL FUND
Total AHLERS & COONEY P.C.:			180.00	
AIRGAS USA LLC				
AIRGAS USA LLC	OXYGEN	03/07/2016	61.67	AMBULANCE FUN
AIRGAS USA LLC	OXYGEN	03/14/2016	107.76	AMBULANCE FUN
Total AIRGAS USA LLC:			169.43	
ATLANTIC BOTTLING CO.				
ATLANTIC BOTTLING CO.	SOFTBALL CONCESSIONS	03/18/2016	2,098.10	PARK & RECREATI
Total ATLANTIC BOTTLING CO.:			2,098.10	
BONWELL, WILLIAM				
BONWELL, WILLIAM	REFUND - PARKS & REC FEE	03/28/2016	6.00	PARK & RECREATI
Total BONWELL, WILLIAM:			6.00	
BRUENING ROCK PRODUCTS				
BRUENING ROCK PRODUCTS	21/2" STABILIZATION STONE	03/16/2016	354.98	ROAD USE TAX FU
Total BRUENING ROCK PRODUCTS:			354.98	
BURROWS, DESIREE				
BURROWS, DESIREE	REFUND - PARKS & REC FEES	03/29/2016	28.50	PARK & RECREATI
Total BURROWS, DESIREE:			28.50	
CELLEBRITE				
CELLEBRITE	CAMPUTER SOFTWARE	03/24/2016	3,098.99	POLICE FUND
Total CELLEBRITE:			3,098.99	
CENTRAL PUMP & MOTOR LLC				
CENTRAL PUMP & MOTOR LLC	BREAKER FOR PUMP #4 MORLOCK LIFT ST	03/24/2016	1,257.00	SEWER FUND
Total CENTRAL PUMP & MOTOR LLC:			1,257.00	
CENTURYLINK				
CENTURYLINK	TRAFFIC SIGNALS	03/22/2016	47.47	ROAD USE TAX FU
CENTURYLINK	911 PHONE	03/22/2016	54.01	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CENTURYLINK:			101.48	
CHARTWELLS DINING SERVICES				
CHARTWELLS DINING SERVIC	THINK SPRING CATERING	02/27/2016	380.70	PARK & RECREATI
CHARTWELLS DINING SERVIC	THINK SPRING	02/27/2016	1,528.51	PARK & RECREATI
Total CHARTWELLS DINING SERVICES:			1,909.21	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	LUMBER	03/16/2016	97.78	ROAD USE TAX FU
Total CIRCLE B CASHWAY:			97.78	
CITY OF INDIANOLA - UTILITY				
CITY OF INDIANOLA - UTILITY	UTILITIES	03/29/2016	44.00	CP--CAF FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	03/29/2016	28.18	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	03/29/2016	200.00	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	03/29/2016	1,953.06	GENERAL FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	03/29/2016	15,548.26	GENERAL FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	03/30/2016	482.55	ROAD USE TAX FU
CITY OF INDIANOLA - UTILITY	UTILITIES - PD/FIRE BLDG	03/29/2016	135.58	FIRE FUND
Total CITY OF INDIANOLA - UTILITY:			18,391.63	
COLE, LEE				
COLE, LEE	MAGICAMP INSTRUCTION	03/18/2016	425.00	PARK & RECREATI
Total COLE, LEE:			425.00	
CRABB, SHARON				
CRABB, SHARON	REFUND - PARKS & REC	03/28/2016	24.00	PARK & RECREATI
Total CRABB, SHARON:			24.00	
CRYSTAL CLEAR WATER CO				
CRYSTAL CLEAR WATER CO	DI WATER FOR LAB	03/21/2016	15.00	SEWER FUND
Total CRYSTAL CLEAR WATER CO:			15.00	
CSR RADIATOR REPAIR				
CSR RADIATOR REPAIR	REPAIR RADIATOR FOR MCCORD GENERA	03/22/2016	645.00	SEWER FUND
Total CSR RADIATOR REPAIR:			645.00	
DATA911				
DATA911	CAMERA	02/26/2016	4,245.75	POLICE FUND
Total DATA911:			4,245.75	
DES MOINES AREA COMM COLLEGE				
DES MOINES AREA COMM COL	EMT-B CLASS	03/14/2016	1,746.00	AMBULANCE FUN
Total DES MOINES AREA COMM COLLEGE:			1,746.00	
DIAMONDTEC INTERNATIONAL INC				
DIAMONDTEC INTERNATIONAL	DIAMOND BLADE	03/11/2016	900.00	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total DIAMONDTEC INTERNATIONAL INC:			900.00	
DOCUMENT DESTRUCTION				
DOCUMENT DESTRUCTION	SHRED/RECYCLING	03/03/2016	115.32	GENERAL FUND
Total DOCUMENT DESTRUCTION:			115.32	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	ACTIVITY CENTER CLEANING	03/21/2016	1,562.00	PARK & RECREATI
DUST PROS JANITORIAL	ACTIVITY CENTER CLEANING SUPPLIES	03/21/2016	26.78	PARK & RECREATI
Total DUST PROS JANITORIAL:			1,588.78	
ELECTRIC PUMP				
ELECTRIC PUMP	O-RINGS FOR PUMPS	03/16/2016	248.28	SEWER FUND
Total ELECTRIC PUMP:			248.28	
ENVIRONMENTAL RESOURCE ASSOCIATES				
ENVIRONMENTAL RESOURCE	ANNUAL DMR-QA TESTS	03/18/2016	650.83	SEWER FUND
Total ENVIRONMENTAL RESOURCE ASSOCIATES:			650.83	
FARNER-BROCKEN CO				
FARNER-BROCKEN CO	SOFTBALL CONCESSIONS	03/18/2016	2,488.47	PARK & RECREATI
Total FARNER-BROCKEN CO:			2,488.47	
FDFRIENDLY.COM LLC				
FDFRIENDLY.COM LLC	BUNTING 24' X 30"	03/13/2016	140.00	FIRE FUND
Total FDFRIENDLY.COM LLC:			140.00	
FOSTER COACH SALES INC				
FOSTER COACH SALES INC	REPAIR WORK	03/16/2016	129.95	AMBULANCE FUN
Total FOSTER COACH SALES INC:			129.95	
GRAVES, RICK				
GRAVES, RICK	WELLNESS 1/14/16 - 4/13/16	03/22/2016	75.00	SEWER FUND
Total GRAVES, RICK:			75.00	
GREATER DM CONVENTION & VISITORS BUREAU				
GREATER DM CONVENTION &	MEMBERSHIP	03/22/2016	4,500.60	GENERAL FUND
Total GREATER DM CONVENTION & VISITORS BUREAU:			4,500.60	
GUSTAFSON, MEGAN				
GUSTAFSON, MEGAN	REFUND - PARKS & REC FEES	03/22/2016	12.00	PARK & RECREATI
Total GUSTAFSON, MEGAN:			12.00	
HACH COMPANY				
HACH COMPANY	CABLE AND DESSICANT FOR PORTABLE FL	03/24/2016	204.34	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total HACH COMPANY:			204.34	
HILLYARD/DES MOINES				
HILLYARD/DES MOINES	STATION SUPPLIES	03/11/2016	260.62	FIRE FUND
Total HILLYARD/DES MOINES:			260.62	
HY-VEE				
HY-VEE	KIDS COOK MARCH 22 CLASS	03/23/2016	100.00	PARK & RECREATI
Total HY-VEE:			100.00	
IA DEPT OF INSPECTIONS/APPEALS				
IA DEPT OF INSPECTIONS/APP	FOOD SERVICE LICENSE	03/21/2016	67.50	POOL (MEMORIAL)
Total IA DEPT OF INSPECTIONS/APPEALS:			67.50	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	03/16/2016	837.31	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	03/16/2016	.91	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	03/16/2016	17.41	FIRE FUND
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	03/16/2016	31.17	AMBULANCE FUN
INFOMAX OFFICE SYSTEMS IN	COPIES	03/17/2016	68.44	PARK & RECREATI
INFOMAX OFFICE SYSTEMS IN	PRINTER/COPIER LEASE CHARGES	03/22/2016	184.52	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	COPIER	03/03/2016	42.04	POLICE FUND
Total INFOMAX OFFICE SYSTEMS INC.:			1,181.80	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	PARK TRAIL SIGN & CAMPGROUND SIGNS	03/16/2016	471.90	PARK & RECREATI
Total IOWA PRISON INDUSTRIES:			471.90	
IOWA STATE UNIVERSITY				
IOWA STATE UNIVERSITY	FIRE/ARSON INVESTIGATOR	03/17/2016	295.00	FIRE FUND
IOWA STATE UNIVERSITY	ANNUAL FIRE SCHOOL	03/18/2016	85.00	FIRE FUND
Total IOWA STATE UNIVERSITY:			380.00	
ITRON INC.				
ITRON INC.	QUARTERLY SUPPORT (04/1/16 - 7/30/16)	03/12/2016	558.95	SEWER FUND
Total ITRON INC.:			558.95	
JESS' LOCK AND KEY				
JESS' LOCK AND KEY	KEYS - ACTIVITY CENTER	03/17/2016	18.40	PARK & RECREATI
Total JESS' LOCK AND KEY:			18.40	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - APRIL 2016	03/28/2016	2,412.74	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,412.74	
KOSMAN CLEANING CREW LLC				
KOSMAN CLEANING CREW LLC	2ND HALF OF MARCH	03/29/2016	2,167.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total KOSMAN CLEANING CREW LLC:			2,167.00	
KYNER, ANDY				
KYNER, ANDY	2 USED GARDEN TRACTORS - SOFTBALL	03/25/2016	5,500.00	PARK & RECREATI
Total KYNER, ANDY:			5,500.00	
LOGAN CONTRACTORS SUPPLY INC.				
LOGAN CONTRACTORS SUPPL	DOWEL PINS	03/21/2016	7.80	ROAD USE TAX FU
LOGAN CONTRACTORS SUPPL	AIR HOSE	03/30/2016	169.90	ROAD USE TAX FU
Total LOGAN CONTRACTORS SUPPLY INC.:			177.70	
MC COY HARDWARE INC				
MC COY HARDWARE INC	SUPPLIES	03/23/2016	5.03	POLICE FUND
Total MC COY HARDWARE INC:			5.03	
MC CULLOUGH, SCOTT				
MC CULLOUGH, SCOTT	REFUND - PARK & REC FEES	03/22/2016	12.00	PARK & RECREATI
Total MC CULLOUGH, SCOTT:			12.00	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	03/21/2016	72.47	SEWER FUND
MID AMERICAN ENERGY CO.	FUEL HEAT	03/22/2016	111.44	ROAD USE TAX FU
MID AMERICAN ENERGY CO.	FUEL HEAT	03/22/2016	141.82	PARK & RECREATI
MID AMERICAN ENERGY CO.	FUEL HEAT	03/25/2016	555.20	GENERAL FUND
MID AMERICAN ENERGY CO.	UTILITIES	03/22/2016	101.67	FIRE FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MDWS LIFT	03/22/2016	54.53	SEWER FUND
MID AMERICAN ENERGY CO.	N HWY 65/69 ENT SIGN	03/21/2016	17.97	GENERAL FUND
MID AMERICAN ENERGY CO.	ST LIGHTING	03/16/2016	154.71	GENERAL FUND
MID AMERICAN ENERGY CO.	UTILITIES	03/22/2016	11.09	FIRE FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	03/21/2016	41.13	SEWER FUND
Total MID AMERICAN ENERGY CO.:			1,262.03	
MILLER ELECTRIC SERVICES				
MILLER ELECTRIC SERVICES	CITY SIGN REPAIR	02/25/2016	342.63	PARK & RECREATI
Total MILLER ELECTRIC SERVICES:			342.63	
MILLER, TARA				
MILLER, TARA	REFUND - PARKS & REC	03/28/2016	21.50	PARK & RECREATI
Total MILLER, TARA:			21.50	
MURPHY TRACTOR & EQUIPMENT				
MURPHY TRACTOR & EQUIPM	RADIATOR/FAN/ETC	03/22/2016	2,018.24	ROAD USE TAX FU
Total MURPHY TRACTOR & EQUIPMENT:			2,018.24	
MURPHY, STEPHANIE				
MURPHY, STEPHANIE	REFUND - PARKS & REC	03/28/2016	23.00	PARK & RECREATI
Total MURPHY, STEPHANIE:			23.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	FILTERS	03/21/2016	129.16	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			129.16	
OWENS, PATRICIA				
OWENS, PATRICIA	REFUND - PARKS & REC	03/28/2016	37.00	PARK & RECREATI
Total OWENS, PATRICIA:			37.00	
PACHL, LORI				
PACHL, LORI	REFUND	03/22/2016	6.00	PARK & RECREATI
Total PACHL, LORI:			6.00	
PELLA PRINTING				
PELLA PRINTING	PRINTING	02/19/2016	101.00	POLICE FUND
PELLA PRINTING	SPRING CLEAN UP	02/25/2016	820.00	GENERAL FUND
PELLA PRINTING	PRINTING	02/26/2016	140.00	POLICE FUND
Total PELLA PRINTING:			1,061.00	
PENFIELD, CINDY				
PENFIELD, CINDY	REFUND PARKS & REC FEES	03/29/2016	56.00	PARK & RECREATI
Total PENFIELD, CINDY:			56.00	
PETERSON, KYLE				
PETERSON, KYLE	TUITION REIMBURSEMENT	03/11/2016	800.00	POLICE FUND
Total PETERSON, KYLE:			800.00	
PIERCE BROTHERS REPAIR				
PIERCE BROTHERS REPAIR	PAINTER HANDLE REPAIR	03/22/2016	12.00	PARK & RECREATI
Total PIERCE BROTHERS REPAIR:			12.00	
PITNEY BOWES				
PITNEY BOWES	POSTAGE METER	03/13/2016	30.41	GENERAL FUND
PITNEY BOWES	POSTAGE METER	03/13/2016	1.11	FIRE FUND
PITNEY BOWES	POSTAGE METER	03/13/2016	73.81	POLICE FUND
PITNEY BOWES	POSTAGE METER	03/13/2016	372.28	GENERAL FUND
PITNEY BOWES	POSTAGE METER	03/13/2016	64.85	AMBULANCE FUN
PITNEY BOWES	POSTAGE METER	03/13/2016	63.25	LIBRARY FUND
PITNEY BOWES	POSTAGE METER	03/13/2016	.41	SEWER FUND
Total PITNEY BOWES:			606.12	
PONTIER, KAYLA				
PONTIER, KAYLA	REFUND - PARKS & REC	03/22/2016	6.00	PARK & RECREATI
Total PONTIER, KAYLA:			6.00	
PUTNEY, STACY				
PUTNEY, STACY	REFUND - PARKS & REC	03/28/2016	38.10	PARK & RECREATI
Total PUTNEY, STACY:			38.10	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
RECREONICS				
RECREONICS	2 FLOOR STANDS	03/24/2016	91.38	POOL (MEMORIAL)
Total RECREONICS:			91.38	
ROGERS-MOULTON, CINDY				
ROGERS-MOULTON, CINDY	REFUND - CLASS CANCELLED	03/22/2016	6.00	PARK & RECREATI
Total ROGERS-MOULTON, CINDY:			6.00	
ROSS CHEMICAL SYSTEMS INC				
ROSS CHEMICAL SYSTEMS IN	STATION SOAPS/VEHICLES	03/09/2016	248.25	FIRE FUND
Total ROSS CHEMICAL SYSTEMS INC:			248.25	
SHEAN, JOANN				
SHEAN, JOANN	REFUND - PARKS & REC	03/28/2016	21.50	PARK & RECREATI
Total SHEAN, JOANN:			21.50	
SHER, BRIAN				
SHER, BRIAN	UNIFORM ALLOWANCE	01/21/2016	47.69	POLICE FUND
Total SHER, BRIAN:			47.69	
SHORT, SARA				
SHORT, SARA	REFUND - CLASS CANCELLED	03/22/2016	6.00	PARK & RECREATI
Total SHORT, SARA:			6.00	
SHULL SCHRUM MCCLAFLIN & CO INC				
SHULL SCHRUM MCCLAFLIN &	CITY AUDIT	03/11/2016	3,200.00	GENERAL FUND
Total SHULL SCHRUM MCCLAFLIN & CO INC:			3,200.00	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	03/28/2016	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SIMPSON COLLEGE				
SIMPSON COLLEGE	THINK SPRING BLDG RENTAL	03/07/2016	900.00	PARK & RECREATI
Total SIMPSON COLLEGE:			900.00	
SNELL, HEATHER				
SNELL, HEATHER	REFUND - PARKS & REC FEES	03/29/2016	80.00	PARK & RECREATI
Total SNELL, HEATHER:			80.00	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	ACCT #1506	03/24/2016	79.00	GENERAL FUND
T.R.M. DISPOSAL LLC	GARBAGE - BUILDING ACCT #159	03/24/2016	15.00	POLICE FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	03/24/2016	96.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	03/24/2016	49.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			239.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
TELRITE CORPORATION				
TELRITE CORPORATION	LONG DISTANCE SERVICE	03/22/2016	20.00	FIRE FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	03/22/2016	.99	AMBULANCE FUN
TELRITE CORPORATION	LONG DISTANCE SERVICE	03/22/2016	16.08	GENERAL FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	03/22/2016	15.73	GENERAL FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	03/22/2016	9.41	LIBRARY FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	03/22/2016	6.02	SEWER FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	03/22/2016	2.39	GENERAL FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	03/22/2016	18.53	POLICE FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	03/22/2016	19.78	GENERAL FUND
Total TELRITE CORPORATION:			108.93	
TOYNE INC				
TOYNE INC	12V FAN MOTOR #331	03/04/2016	47.85	FIRE FUND
Total TOYNE INC:			47.85	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONE -3	03/12/2016	152.75	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONE - 2	03/12/2016	85.19	SEWER FUND
U.S. CELLULAR	CELL PHONE - 2	03/12/2016	88.79	PARK & RECREATI
U.S. CELLULAR	CELL PHONE	03/12/2016	48.55	FIRE FUND
Total U.S. CELLULAR:			375.28	
UNUM LIFE INSURANCE CO OF AMERICA				
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	88.67	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	48.29	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	270.50	ROAD USE TAX FU
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	40.95	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	212.85	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	79.72	LIBRARY FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	20.33	PARK & RECREATI
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	538.06	POLICE FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	250.16	AMBULANCE FUN
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	58.28	FIRE FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	161.75	PARK & RECREATI
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	115.00	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	147.96	SEWER FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	03/28/2016	71.91	PARK & RECREATI
Total UNUM LIFE INSURANCE CO OF AMERICA:			2,104.43	
VERIZON WIRELESS				
VERIZON WIRELESS	DATA	03/15/2016	291.02	POLICE FUND
Total VERIZON WIRELESS:			291.02	
VETTER EQUIPMENT CO				
VETTER EQUIPMENT CO	BALANCE DUE ON INVOICE #783714	03/15/2016	2.00	ROAD USE TAX FU
Total VETTER EQUIPMENT CO:			2.00	
WALLER, LIZ				
WALLER, LIZ	REFUND - CLASS CANCELLED	03/22/2016	6.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total WALLER, LIZ:			6.00	
WALLER, RYAN				
WALLER, RYAN	laCMA METRO MANAGERS LUNCH REIMB	03/30/2016	10.00	GENERAL FUND
WALLER, RYAN	MILEAGE - IMMI CONFERENCE	03/30/2016	148.58	GENERAL FUND
Total WALLER, RYAN:			158.58	
WALTERS GARDENS INC.				
WALTERS GARDENS INC.	PLANT SALE PLANTS	02/29/2016	1,940.64	PARK & RECREATI
WALTERS GARDENS INC.	PLANT SALE PLANTS	03/07/2016	84.83	PARK & RECREATI
Total WALTERS GARDENS INC.:			2,025.47	
WASTE MANAGEMENT OF IOWA				
WASTE MANAGEMENT OF IOW	RECYCLING APT 494-0152822-0516-8	03/30/2016	2,510.76	RECYCLING FUND
WASTE MANAGEMENT OF IOW	TRASH - APRIL 2016	03/30/2016	32.00	ROAD USE TAX FU
WASTE MANAGEMENT OF IOW	RECYCLING TOTES 494-0152854-0516-1	03/29/2016	10.00	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING TOTES 494-0152855-0516-8	03/29/2016	10.00	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING TOTES 494-0152856-0516-6	03/29/2016	10.00	RECYCLING FUND
Total WASTE MANAGEMENT OF IOWA:			2,572.76	
WEST DES MOINES POLICE DEPT.				
WEST DES MOINES POLICE DE	TRAINING - METCALF/HAWKINS	03/25/2016	60.00	POLICE FUND
Total WEST DES MOINES POLICE DEPT.:			60.00	
WILLIAMS MACHINE SHOP INC				
WILLIAMS MACHINE SHOP INC	REPAIR PUMP SHAFT	03/16/2016	200.00	SEWER FUND
Total WILLIAMS MACHINE SHOP INC:			200.00	
Grand Totals:			78,529.48	

City Council: _____

Information

Subject

Receive Greater Des Moines Convention & Visitors Bureau report from Greg Edwards, President & CEO

Information

Greg Edwards will update the Mayor and Council regarding the Greater Des Moines Convention & Visitors Bureau through a power-point presentation.

Information

Subject

Receive Economic Development report - Greg Marchant

Information

Greg will present the Economic Development report (packet).

Attachments

Report

Greg Marchant
Development report for April, 2016

Since the written and verbal report supplied in March, I wanted to provide an overview of my efforts.

- I had mentioned that my contact list had grown to 32, now up to 40. I have made at least initial contact with 70% of these folks, up from the 60% of the 32 reported last time. Some of the additional contacts are still in the "down the road" area. The brick and mortar showing at the hotel will potentially open some doors (unsure if that means the building portion or the actual completion). A level of skepticism such as, "I've heard a hotel is going in before". It's a little hard to argue with that logic when this hotel project has taken as long as it has!
- I've talked with additional land owners and have heard second hand about some additional development land prospects. I would put those total acres in the 250-300 range. I would categorize these acres as very preliminary with additional conversations necessary to even bring them to the table.
- I have had ongoing discussions with a couple of my contacts as it pertains to leads for commercial development. This, as I predicted, is a very slow moving process. I believe my contacts are not quite willing to play their cards with prospects. I'll have to continue to work through this level of hesitancy.
- An update on the private community development group: after having a discussion with the individual lead provided by Councilman Ross, it appears that is one that currently doesn't fit the profile we are looking for. While we will not completely rule this out, it appears best to move forward with the original direction. Having said that, it has taken a while to get schedules back together for the second formation meeting. It is currently scheduled for the third week in April.
- I'm continuing to be involved in meetings with WCEDC and city officials. As I mentioned last month, Ryan has done an excellent job of taking the lead for development in Indianola. He now leads these meetings and has the economic development prospects contacting him, for the most part. This is a very positive shift in thought process and certainly helps the momentum. I do believe that it might be important for the council to recognize Ryan as the main contact point for development in Indianola. If agreed by council, I think this should

be openly communicated to WCEDC so the direction is clearly established. As I said earlier, Ryan is doing an excellent job of establishing himself as the contact person, but making sure that message is clearly defined by council is important.

- As I mentioned in my first written report and followed that up with my verbal report, this is a slow process. I continue to be encouraged that we are seeing some willingness for Indianola to continue to develop. I want to encourage all of us to consider the positives of doubling the size of our community. We have a distinct advantage over places like Clive, Urbandale, and West Des Moines. That advantage is distance. We will not lose the identity of Indianola by increasing our size, as we don't have our borders touching the next community.
- I would also encourage you as elected officials to adopt this need for growth, while conveying to local citizens that our identity will remain in tact.

Information

Subject

Public hearing and first consideration to amend Chapter 165 Zoning, Chapter 166 Site Plan and Chapter 170 Subdivision Ordinances (P&Z approved unanimously on March 8, 2016)

Information

Council needs to hold the public hearing and first consideration to amend Chapter 165, 166 and 170 of the Code of Ordinances. The ordinance identifies a total of 35 changes of which 21 of them simply change the title from Building and Zoning Department or Building Official to Community Development Department or Director. Additional language has been added to ten of the changes (highlighted in yellow) to clarify areas that are already enforced and the remaining four changes (highlighted in green) consist of new language altogether. The simple changes of title have not been highlighted but are underlined. Chuck recommended and the Planning and Zoning Commission approved unanimously on March 8, 2016.

Simple motion approving the first consideration is in order.

Attachments

Ordinance Amendment

ORDINANCE NO. - _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 165 “ZONING REGULATIONS” AND CHAPTER 166 “SITE PLAN” AND CHAPTER 170 “SUBDIVISION REGULATIONS”

WHEREAS, the Indianola Code of Ordinances regulates the zoning of the City of Indianola, Iowa; and

WHEREAS, maintaining consistent zoning regulations throughout the City is important to the City’s image and future development, and in the best long-term economic and social interests of the City’s current and future residents; and

WHEREAS, the City Council of the City of Indianola, Iowa now deems it necessary and proper to amend the Code of Ordinances to update certain zoning, site plan and subdivision regulations within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Section 1: That Chapter 165.03(19) Definitions of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting the following underlined language:

19. “Garage, private” means an accessory building designed or used for the storage of not more than four (4) motor-driven vehicles owned and used by the occupants of the building to which it is accessory and not to exceed 1050 square feet in total floor area. Not more than one (1) of the vehicles may be a commercial vehicle of not more than two-ton capacity.

Section 2: That Chapter 165.03(41) Definitions of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting the following underlined language:

41. “Parking space” means a surfaced area, enclosed in the main building or in an accessory building, or unenclosed, having an area of not less than one hundred eighty (180) square feet exclusive of driveways, permanently reserved for the temporary storage of one automobile and connected with a street or alley by a surfaced driveway which affords satisfactory ingress for automobiles. Each stall is defined as 9’x 20’ for angle and 10’ x 18’ for head-in parking.

Section 3: That Chapter 165.03(49) Definitions of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

49. “Travel trailer” or “camping trailer” means a vehicle without motive power used or so manufactured or constructed as to permit its being used as a conveyance upon the public

streets and highways and so designed as to permit the vehicles to be used as a place of human habitation by one or more persons. ~~Said vehicle may be up to eight (8) feet in width and any length provided its gross weight does not exceed 4,500 pounds, which shall be the manufacturer's shipping or the actual weight provided its overall length does not exceed 28 feet.~~ Such vehicle shall be customarily or ordinarily used for vacation or recreation purposes; if used as a place of human habitation for more than **30 days in any 12-month period, it shall be parked in an area specifically designed for such vehicles, such as a RV Park or Travel Park.** ~~For vehicles 90 days in any 12-month period, it shall~~ be classed as a mobile home, regardless of the size and weight limitation provided herein. This definition also includes house cars and camp cars having motive power and designed for temporary occupancy as defined herein.

Section 4: That Chapter 165.08(7) Interpretation of District Boundaries of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

7. Where physical or cultural features existing on the ground are at variance with those shown on the official zoning map, or in other circumstances not covered by subsections 1 through 6 above, the ~~Board of Adjustment~~ **Director of Community Development** shall interpret the district boundaries.

Section 5: That Chapter 165.09 Schedules of District Regulations of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting as follows:

A-1	AGRICULTURAL	A-1
MINIMUM LOT AREA AND WIDTH	MINIMUM REQUIRED FRONT, SIDE AND REAR YARDS	MAXIMUM HEIGHT
Area: 15 acres	Dwellings and other non-institutional uses:	2 1/2 stories
Width: 300 feet	Front: 40 feet	or
(Ord. 1431 – Sep. 09 Supp.)	Rear: 30 feet	35 feet
	Side: 10 feet	
MINIMUM FLOOR AREA	Side street, corner lot 30 feet	
Dwellings:	Schools, Churches or Other Public or Institutional Buildings:	
1 story 720 square feet	Front: 50 feet	
1½ stories 840 square feet	Rear: 40 feet	
2 stories 960 square feet	Side: 40 feet	
	Side street, corner lot 40 feet	

SPECIAL REQUIREMENTS

1. Poultry, livestock or fur-bearing animals shall be kept a minimum distance of 300 feet from the nearest **platted** residential development. This does not apply to the usual keeping of household pets not for commercial use.

2. No building permit shall be issued for a dwelling unit in the agricultural district for any parcel of land that is designated for commercial or industrial uses on the Future Land Use Plan of the City of Indianola.

3. No building permit shall be issued for a communications tower in the agricultural district until 10 days' written notice is given to all property owners in the fall area of the tower.

4. If the Building Official does not approve an application for a building permit as presented and the applicant is unable or unwilling to meet the requirements of the A-1 (Agricultural) zoning classification relative to minimum lot area and width, the applicant shall have the option of submitting the application to the Planning and Zoning Commission and Council for their review. The Commission and Council shall give consideration to the following before making their respective recommendation and decision: topography, drainage, master street plan of the comprehensive plan, future land use plan, adjoining properties, proper planning for the extension of streets, public sewer, public water and public electric.

Section 6: That Chapter 165.09 Schedules of District Regulations of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting as follows:

C-2	HIGHWAY COMMERCIAL	C-2
PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING	
1. Automotive display, sales, service and repair	1 space per 300 square feet of sales, service or office floor area	
2. <u>Gas Station/Convenience Store, not including the dispensing of liquefied propane for vehicles.</u>	<u>1 space for every 100 square feet of floor area for the first 2000 square feet of floor area, and 1 space for every 200 square feet in excess of 2000 square feet.</u>	
2. Farm implement display, sales, service and repair	1 space per 300 square feet of sales, service or office floor area	
3. Plant nursery and garden supplies sales	1 space per 300 square feet of sales, service or office floor area	
4. Lumberyard or building materials sales	1 space per 300 square feet of sales, service or office floor area	
5. Restaurant, nightclub, café or tavern	1 space per 100 square feet of floor area	
6. Dance hall and skating rink	1 space per 100 square feet of floor area	
7. Drive-in eating and drinking establishment	5 spaces per 100 square feet of floor area	
8. Bowling alley	5 spaces per lane or alley	
9. Drive-in bank	4 spaces per teller window with a minimum of 5 spaces	
10. Motel, hotel or tourist campground	1 space per unit or campsite	
11. Dwelling unit above a store or shop	1 space per unit	

Section 7: That Chapter 165.10(7) and (8) Supplementary District Regulations of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

7. Buildings to Have Access Frontage. Every building hereafter erected or structurally altered, shall be on a lot or parcel having a frontage on a public street or road.

8. Mobile Homes ~~or Trailers~~. Mobile homes occupied as a permanent or temporary place of residence shall be limited to private property for a maximum of 30 days per calendar year after which time located only in an approved mobile home park or mobile home subdivision unless otherwise provided in this chapter ~~and occupied travel trailers and camping trailers shall be located only in an approved tourist or trailer campground.~~

Section 8: That Chapter 165.10(12)(D) Supplementary District Regulations of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

D. No one- or two-family dwelling with a one- or two-car garage shall have more than twenty-five percent (25%) of the front yard used for driveway parking purposes. However, this restriction shall not prohibit the construction of a twenty (20) foot wide driveway. One- and two-family dwellings that have a three (3) or more car garage shall be subject to the discretion of the ~~Building Official~~ Director of Community Development.

Section 9: That Chapter 165.10(15)(F) Supplementary District Regulations of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting the underlined language:

F. Temporary food or beverage structures or vehicles, for special community events only, with a maximum time period of the duration of the community event plus one day before and one day after the event.

Section 10: That Chapter 166.02 Initial Procedure of the Municipal Code of the City of Indianola, Iowa, after subparagraph 4, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

that person shall submit to the ~~Building Official~~ Director of Community Development a site plan which shall consist of an overhead view of the proposed site and contain all of the required information hereinafter set out, and adopt the design standards hereinafter specified unless waived by the ~~Building Official~~ Director of Community Development.

Section 11: That Chapter 166.03 Required Information of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

166.03 REQUIRED INFORMATION. Site plans which are submitted for review shall be drawn to a scale of 1 inch = 50 feet or larger and shall include as a minimum the following items of information, unless otherwise waived by the ~~Building Official~~ Director of Community Development:

1. Legal description and address of the property to be developed.

2. Name and address of the record property owner, the applicant and the person preparing the site plan.
3. Existing zoning classification.
4. Date of preparation, north point and scale.
5. Existing and proposed utility lines and easements.
6. Where possible ownership or boundary problems exist, as determined by the ~~Building Official~~ Director of Community Development, a property survey by a licensed land surveyor shall be required.
7. Total number and types of buildings and location proposed; proposed uses for all buildings; total floor area of each building, estimated number of employees for each proposed use, where applicable; and any other information which may be necessary to determine the number of off-street parking and loading spaces required by the Zoning Ordinance.
8. Location and type of any existing and proposed signs and of any existing or proposed lighting on the property which illuminates any part of any required yard. All outside lighting is to be directed away from adjoining residential uses. If there is no outside lighting, the same should be indicated.
9. Location and description of fence, hedges, trees and shrubs or natural boundaries that are existing or proposed.
10. Downspout locations.
11. All required yard setbacks.
12. Complete traffic circulation and parking plan, where applicable, as determined by the ~~Building Official~~ Director of Community Development, showing the location and dimensions of all existing and proposed parking stalls, loading areas, entrance and exit drives, dividers, planters and other similar permanent improvements. Indicate the total square footage of impervious surface area. Areas include primary and accessory structures, driveways, parking lots, private walks and any other area in nature that would be considered impervious surface area.
13. A plan to be implemented at the time of or prior to construction, which will eliminate excessive and unnecessary soil erosion, both during and after construction.

Section 12: That Chapter 166.04 Specific Design Standards Required of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

166.04 SPECIFIC DESIGN STANDARDS REQUIRED.

1. On approval by the ~~Building Official~~ Director of Community Development, building permits may be issued, as long as all other requirements of the City, State and County are met, and construction may commence.

2. In order for the ~~Building Official~~ Director of Community Development to approve a site plan application, the following specific design standards must be met:

A. The plan must provide for adequate routing of downspout discharge, footing drain discharge and parking lot runoff.

B. Storm water may not be directed out driveways into the City right-of-way, except where permitted by City. Storm water shall be collected and piped to a storm sewer where a storm sewer is available within three hundred (300) feet from the property line. The storm sewer system's pipes and intakes shall be capable of conveying runoff from a five-year recurrence interval storm from the site and tributary upstream areas. Storm water runoff calculations shall be made utilizing the Soil Conservation Service methods as presented in *Technical Release No. 55, Urban Hydrology for Small Watersheds, Soil Conservation Service, U.S. Department of Agriculture*. The ~~Building Official~~ Director of Community Development may waive this requirement, provided the area to be developed is less than ten thousand (10,000) square feet. The calculations shall be certified by an engineer, architect or landscape architect registered in the State of Iowa and familiar with such calculations.

G. Driveway widths serving head-in parking areas shall not be less than 24' in width and those serving angle parking areas shall not be less than 22' in width. The number of curb drops/driveway approaches in residential areas shall be limited to eighteen (18) feet to thirty (30) feet in width and thirty (30) feet apart. Commercial or industrial areas, accesses are limited to eighteen (18) feet to forty (40) feet in width.

Section 13: That Chapter 166.05 General Design Policies of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

166.05 GENERAL DESIGN POLICIES. In addition to the specific design standards as stated above, each site plan presented shall comply with the following general design policies, and the ~~Building Official~~ Director of Community Development may refuse to grant approval to a site plan even though it complies with the specific design standards if, in the opinion of the ~~Building Official~~ Director of Community Development, it does not comply with the general design policies as hereinafter enumerated. Any site plan presented shall be designed in such a way as to insure the orderly and harmonious development of property in such a manner as will safeguard the public's health, safety and general welfare, as hereinafter set out.

Section 14: That Chapter 166.06 Alternate Method for Approval of Site Plan of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

166.06 ALTERNATE METHOD FOR APPROVAL OF SITE PLAN. If the ~~Building Official~~ Director of Community Development does not approve the site plan as presented and the applicant is unable or unwilling to meet the above criteria and specific design standards or provide the information as required, the applicant shall have the option of submitting the site plan to the Planning and Zoning Commission and Council for their review, in accordance with the following provisions: Applicant shall cause to be prepared a site plan for such development and submit a reproducible medium and three (3) copies to the ~~Building and Zoning~~ Community Development Department. The site plan shall be accompanied by a cover letter requesting review and approval of said plan and by a receipt from the Clerk's office as proof of payment of the application fee which is as follows:

Site plan review — one acre or less \$ 50.00
Site plan review — more than one acre \$ 100.00

The site plan shall contain all of the information required by Sections 166.03 and 166.04 of this chapter and, in addition, shall contain the following supplemental information:

1. Existing and proposed contours at an interval not to exceed two (2) feet, provided that at least two (2) contours shall be shown.
2. Location, shape, exterior dimensions and number of stories of each existing building to be retained and of each proposed building.
3. A vicinity map at a scale of one inch equals four hundred (400) feet or larger, showing the general location of the property.
4. Soil tests and similar information, if deemed necessary by the ~~Building Official~~ Director of Community Development to determine the feasibility of the proposed development in relation to the design standards set forth in this chapter.
5. In case of any conflicting requirements between ~~the~~ this chapter and any existing ordinance of the City, the more restrictive requirement shall be met.

Section 15: That Chapter 166.07 Action on Site Plan; Procedures of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

166.07 ACTION ON SITE PLAN; PROCEDURES.

1. Within forty-five (45) days after receiving the application for site plan review as required by Section 166.02 of this chapter, plus the supplement thereto as required by Section 166.03, the Planning and Zoning Commission shall recommend to the Council to either approve, approve subject to conditions, or disapprove the site plan. Failure by the Commission to act within the time specified herein shall be deemed recommendation for approval of the site plan as submitted, provided that the site plan has been presented to a quorum of the Commission and that the plan as submitted does not conflict with any existing ordinance, statute, rule or law affecting the subject property, and provided

further that if additional information is required by the ~~Building Official~~ Director of Community Development pursuant to Section 166.03 of this chapter, the time period specified above shall not commence until such information has been filed with the ~~Building and Zoning~~ Community Development Department.

2. The ~~Building Official~~ Director of Community Development shall promptly notify the applicant in writing of any revisions or additional information needed as required by Sections 166.03 and 166.05. If necessary, the applicant shall make revisions and resubmit the revised plan to the ~~Building Official~~ Director of Community Development for acceptance. If the site plan complies with requirements set forth in this chapter, the applicant's plan shall be submitted on reproducible medium to the Planning and Zoning Commission for recommendation to the Council for approval, disapproval or approval subject to conditions.

3. An ~~mylar~~ electronic file of the plan with all changes recommended by the Commission, if any, shall be submitted to the ~~Building Official~~ Director of Community Development. Upon recommendation from the Commission to the Council, the applicant's plan will be put on the agenda for the next regularly scheduled Council meeting, for final approval or disapproval by the Council. If the Council rejects the plan, they will advise the owner or developer of any changes which are desired or that should have consideration before approval will be given. The applicant shall then submit the revised original for certification by the Council. The Planning and Zoning Commission and the Council, in approving or disapproving any site plan and in making recommendations for alterations or amendments to the site plan as presented, shall be governed by the general policies as set out by this chapter in Section 166.05 and the purpose of this chapter as set out in Section 166.01.

Section 16: That Chapter 166.11 Highway Corridors of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting the underlined language:

3. Design Standards.

A. A minimum of one hundred percent (100%) of the building wall surface that faces Highway 65-69 or 92 shall consist of full natural brick, exterior finish insulation system (E.F.I.S.), culture stone and/or masonry veneer with a minimum of 1.5" in thickness that is mechanically fastened to the exterior of the building structure, pre-cast concrete walls (except smooth finish pre-cast concrete walls) and/or an approved panelized fiber system with a minimum thickness of 5/8", self-draining and mechanically fastened to an exterior or split-faced concrete masonry units. Those walls that adjoin a wall that fronts Highways 65-69 or 92 shall consist of thirty percent (30%) full natural brick, exterior finish insulation system (E.F.I.S.), culture stone and/or masonry veneer with a minimum of 1.5" in thickness that is mechanically fastened to the exterior of the building structure, pre-cast concrete walls (except smooth finish pre-cast concrete walls) and/or an approved panelized fiber system with a minimum thickness of 5/8", self-draining and mechanically fastened to an exterior or split-faced concrete masonry units. Said 30% shall be for the entire depth of the walls at ground level and shall not be achieved in a vertical configuration. On corner lots, all walls that face the side street shall comply with the requirements of this paragraph regarding walls that face highways. Areas for glazing or

overhead doors (or similar doors for vehicle entrances only) shall be excluded from the total wall area in making this determination. If E.F.I.S. is being utilized for more than 50% of the total wall surface, architectural accenting consisting of a minimum of 20% of the wall surface is required. The use of colors, materials, façade projections, recesses, articulated roof lines, enhanced entrances, lighting, windows and awnings can be used to make the improvement aesthetically companionable, provided accenting does not exceed more than 20% of the elevation that faces the highway. This regulation shall not be construed to prevent the use of innovative materials or progressive structural designs. Plans or designs which deviate from the full natural brick, exterior finish insulation system (E.F.I.S.), culture stone and/or masonry veneer with a minimum of 1.5" in thickness that is mechanically fastened to the exterior of the building structure, pre-cast concrete walls (except smooth finish pre-cast concrete walls) and/or an approved panelized fiber system with a minimum thickness of 5/8", self-draining and mechanically fastened to an exterior or split-faced concrete masonry units requirements found in this paragraph may be submitted to the Planning and Zoning Commission and Council for their review and approval. The provisions of this paragraph also apply to all buildings with street frontage in Blocks 7, 8, 9, 12, 13, 16, 17 and 18, Original Town Plat, Indianola, Iowa.

Section 17: That Chapter 170.05(1) Preliminary Platting Procedure of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting the underlined language:

1. The owner or developer of any tract of land to be subdivided shall cause a preliminary plat to be prepared, a plat of the subdivision containing the information specified herein and shall file twelve (12) copies and an electronic copy with the Clerk.

Section 18: That Chapter 170.09 Preliminary Plat Requirements of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting the underlined language:

R. Indicate current flood zones as determined by FEMA with the platted area.

Section 19: That Chapter 170.10 Final Plat Requirements of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

2. The plat shall be drawn to the scale of fifty (50) feet to one (1) inch, provided that if the resulting drawing would be over thirty-six (36) inches in its shortest dimension, a scale of one hundred (100) feet to one (1) inch may be used. ~~A reproducible sepia shall be filed~~ An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.

Section 20: That Chapter 170.21(2)(A) Storm Drains of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

A. Each lot shall be provided with minimum six (6) inch diameter storm sewer service line that is a minimum of four (4) feet below ground level, stubbed to the property line, unless the ~~Building Official~~ Director of Community Development determines that sump lines can be taken to an existing overland drainage area. The sump pump line shall be a minimum of one and a half (1½) inches in diameter.

Section 21: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 22: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of _____, 2016.

Kelly Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____
Second reading: _____
Third reading: _____
Publication Date: _____

Information

Subject

Public hearing and first consideration to amend the Building, Electrical, Plumbing, Mechanical, Fire and Fuel Gas Codes

Information

Council needs to hold the public hearing and first consideration to amend the Building, Electrical, Plumbing, Mechanical, Fire and Fuel Gas Codes. Community Development Director Chuck Burgin prepared an update to the city's building, electrical, plumbing, mechanical, fire and fuel gas code of ordinances (packet). The codes are updated every three years. Highlights are as follows:

- 2009 to 2012 International Building Code
- 2009 to 2012 International Electrical Code
- 2009 to 2012 International Plumbing Code
- 2009 to 2012 International Mechanical Code
- 2009 to 2012 International Fire Code
- 2011 to 2012 International Fuel Gas Code

Simple motion for the first consideration is in order.

Attachments

Ordinance

ORDINANCE NO. - _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 156 “BUILDING CODE”; CHAPTER 157 “ELECTRICAL CODE”; CHAPTER 158 “PLUMBING CODE”; CHAPTER 159 “MECHANICAL CODE”; CHAPTER 160 “FIRE PREVENTION CODE”; AND CHAPTER 162 “FUEL GAS CODE”

WHEREAS, the Indianola Code of Ordinances regulates building within the City of Indianola, Iowa; and

WHEREAS, maintaining consistent regulations throughout the City is important to the City’s image and future development, and in the best long-term economic and social interests of the City’s current and future residents; and

WHEREAS, the City Council of the City of Indianola, Iowa now deems it necessary and proper to amend the Code of Ordinances to update certain building regulations within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Section 1: That Chapter 156 Table of Contents of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting 156.12 R202 Definitions and 156.19 R315.2 – Alterations, Repairs and Addition.

Section 2: That Chapter 156.01 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” and inserting in lieu thereof “2012.”

Section 3: That Chapter 156.02 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” and inserting in lieu thereof “2012.”

Section 4: That Chapter 156.03(1) of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “IBC – Chapter 13 Energy Efficiency Inspections.”

Section 5: That Chapter 156.03(2) of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “R323” and inserting in lieu thereof “R322”; and deleting “R408.6” and inserting in lieu thereof “R408.7.”

Section 6: That Chapter 156.03 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by insert a new paragraph (3) to read “R501.3 Fire protection of floors.”

Section 7: That Chapter 156.10 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “108.2.1” wherever it appears and inserting in lieu thereof “109.2.1.”

Section 8: That Chapter 156.11 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “R109.3” wherever it appears and inserting in lieu thereof “R108.3.”

Section 9: That Chapter 156.12 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting it in its entirety and reserving the paragraph number.

Section 10: That Chapter 156.15 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “R311.7.4.1” wherever it appears and inserting in lieu thereof “R311.7.5.1.”

Section 11: That Chapter 156.16 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “R311.7.7.2” wherever it appears and inserting in lieu thereof “R311.7.8.1.”

Section 12: That Chapter 156.19 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting it in its entirety and reserving the paragraph number.

Section 13: That Chapter 156.20 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “720 square feet” and inserting in lieu thereof “750 square feet.”

Section 14: That Chapter 156.21 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “R405” wherever it appears and inserting in lieu thereof “405.2.3,” and removing any membrane filter requirement.

Section 15: That Chapter 156.26 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “R317.2” and “R317.3” wherever it appears and inserting in lieu thereof “R302.”

Section 16: That Chapter 156.32 Under Floor Ventilation of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

156.32 1203.3 - UNDER FLOOR VENTILATION. Section 1203.3 Under Floor Ventilation, of the IBC is hereby amended by ~~deleting existing~~ by inserting exception #6:

Section 1203.3.2 Floor Surface Crawl Space and Sub-basements exception #6. All crawl space or subbasement floors shall be entirely covered with a 6-mil vapor barrier (visqueen). Edges and minimum 12" (inch) overlapping seams (as applicable) of said vapor barrier shall be held in place with a minimum of 2" (inches) of clean aggregate or a concrete mixture of a minimum of 1500 - PSI strength capped with a minimum 1 ½ inches of concrete.

Section 17: That Chapter 156.33 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “e. Vinyl:” and inserting in lieu thereof “f. Vinyl.”

Section 18: That Chapter 156.40 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” and inserting in lieu thereof “2012.”

Section 19: That Chapter 157.02 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2011” and inserting in lieu thereof “2014.”

Section 20: That Chapter 157.07 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting “Exception: In C-2 (Highway Commercial) and C-3 (General Retail) dwelling units. Raceway not required in an approved dwelling unit used in conjunction with a business or rental above a store unit.”

Section 21: That Chapter 157.11 Inspection of Damaged Premises of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

157.11 INSPECTION OF DAMAGED PREMISES. DAMAGED ELECTRICAL COMPONENTS. Subject to constitutional limitations, the Building Official shall, without notice or application, inspect all buildings damaged by fire, wind, tornado, cyclone or other calamity and prior to any repair or reconstruction shall make a specific inspection as to whether or not there is any exposed wiring resulting therefrom, and shall require that all exposed wiring be properly protected before any repair or improvement is permitted.

Section 22: That Chapter 158 Table of Contents of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “158.15 405.4.1 – Floor Flanges.”

Section 23: That Chapter 158.01 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” wherever it appears and inserting in lieu thereof “2012.”

Section 24: That Chapter 158.13 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the stricken language and inserting the underlined language:

158.13 PERSONS ELIGIBLE FOR PERMIT. A permit required by this chapter shall be issued only to ~~a plumber licensed pursuant to this Code of Ordinances~~ a plumbing contractor licensed by the State of Iowa; however, any permit required by this chapter may be issued to the owner of a single- family dwelling, used exclusively for living purposes, to do any work regulated by this chapter in that dwelling, including the usual accessory buildings and quarters, if the dwelling will be occupied by the owner and if the owner personally purchases all material and performs all labor in connection with the work. All work done in accordance with this exception must meet all the requirements of this chapter and shall be inspected as on other work. Only a licensed plumber shall be issued a permit to tap a City water or sanitary sewer main.

Section 25: That Chapter 158.15 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting it in its entirety and reserving the paragraph number.

Section 26: That Chapter 159.01 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” wherever it appears and inserting in lieu thereof “2012.”

Section 27: That Chapter 159.02 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” and inserting in lieu thereof “2012.”

Section 28: That Chapter 160.02 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” wherever it appears and inserting in lieu thereof “2012.”

Section 29: That Chapter 160.02 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by inserting “Appendix F – Hazard Ranking” and “Appendix I Fire Protection System – Non-compliant Construction.”

Section 30: That Chapter 160.03 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” wherever it appears and inserting in lieu thereof “2012.”

Section 31: That Chapter 160.05 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” and inserting in lieu thereof “2012.”

Section 32: That Chapter 162.01 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” wherever it appears and inserting in lieu thereof “2012.”

Section 33: That Chapter 162.02 of the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting “2009” and inserting in lieu thereof “2012.”

Section 34: That the Fire Code is hereby amended by adding the following:

160.15. Section 903.1.1 and 906.2.1; Non-City personnel performing inspection, testing and maintenance on fire protection systems and extinguishers shall possess valid certificates. The contractor or vendor must obtain a state licensure/certification and renewal is every two years (no previous retest requirement) and use of third party testing (administratively efficient).

160.16. Section 1104.16.5.2; Fire escapes (not exterior stairs) shall be examined for structural adequacy every five years. The Fire Department will identify and create a source for all fire escapes located in the city.

Section 35: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 36: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this ____ day of _____, 2016.

Kelly Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____

Second reading: _____

Third reading: _____

Publication Date: _____

Information

Subject

Public hearing and first consideration to amend the transient merchant ordinance to include peddlers and solicitors

Information

Council needs to hold the public hearing and first consideration to amend the transient merchant ordinance. Staff is requesting that Chapter 122 Transient Merchant Ordinance be amended to add peddlers and solicitors to the ordinance. After review of the current ordinance, staff felt the current ordinance was a little vague on specific types of transient merchants. The amendment (packet) will define exactly what a Transient Merchant, Peddler and Solicitor consist of and will require additional information on the application. In addition the amended ordinance will require a cash bond, an application fee, a higher fee schedule, and time restrictions. It will also state who are exempt from obtaining a license.

Highlights of the amended ordinance include:

- Definitions of a Transient Merchant, Peddler and Solicitor
- Provides for criminal penalties allowed by Iowa law for simple misdemeanors for peddling, soliciting or engaging in the business of a transient merchant in the City without a license.
- The applicant will pay a cash bond of no less than \$200/license or \$1,000/employer employing a group of five or more license applicants – the bond will be held to indemnify and pay the city any penalties or costs incurred in the enforcement of any of the section of this Chapter. The bond will be returned upon request by the applicant or employer at any time more than four months after expiration of the license for which the cash bond was provided.
- Application for license shall be in writing and accompanied with a \$15 processing fee
- License fees shall be:
 - Solicitors - For each person actually soliciting, a fee of \$100/year
 - Peddlers or Transient Merchant
 - One day = \$50
 - One week = \$100
 - Up to six months = \$200
 - One year or any major part = \$300
- License will be in force and effective only between 10:00 a.m. and 8:00 p.m.
- The following are excluded from obtaining a license:
 - Newspapers
 - Club members - (Boy Scouts, Girl Scouts, 4-H clubs, Future Farmers of America, etc)
 - Local residents and farmers – those that sale their own produce on private property
 - Students – students representing the Indianola School District conducting project sponsored by organizations recognized by the school
 - Route Sales – route delivery persons who only incidentally solicit additional business or make special sales
 - Resale or Institutional Use – persons customarily calling on businesses or institutions for the purposes of selling products for resale or institutional use
 - City sponsored and/or community events held on City property
 - Charitable and nonprofit organizations

The current ordinance (packet) requires only an application; a bond in a penal sum of two times the value of goods, wares, or merchandise to be sold or offered shall also accompany the application. The applicant must also file a bond with the State of Iowa. The fee is \$20/day/person. Once the City Clerk has received the above information the police department will conduct a background check and, if approved, a permit is issued. A 10 day waiting period is required prior to any sales.

Simple motion for the first consideration is in order.

Attachments

Chapter 122 Current Ordinance

Chapter 122 Amended Ordinance

Application

CHAPTER 122

TRANSIENT MERCHANT LICENSES

122.01 Definition	122.07 Misrepresentation
122.02 License Required	122.08 Suspension and Revocation
122.03 Application for License	122.09 Penalty
122.04 Bond Required; Applicability; Forfeiture	122.10 Enforcement
122.05 Issuance of License	122.11 Ice Cream Vendors
122.06 License Fee	

122.01 DEFINITION. The term “transient merchant” as used in this chapter means and includes every merchant, whether an individual person, a firm, corporation, partnership or association, and whether owner, agent, bailee, consignee or employee, who shall bring or cause to be brought within the State of Iowa any goods, wares or merchandise of any kind, nature or description, with the intention of temporarily or intermittently selling or offering to sell at retail such goods, wares or merchandise within the City. The term “transient merchant” also means and includes every merchant, whether an individual person, a firm, corporation, partnership or an association, who shall by itself, or by agent, consignee or employee temporarily or intermittently engage in or conduct at one or more locations a business within the City for the sale at retail of any goods, wares or merchandise of any nature or description. A merchant engaging in business shall be presumed to be temporarily or intermittently in business unless it is the intention of such merchant to remain continuously in business at each location where the merchant is engaged in business within the City as a merchant for a period of more than sixty (60) days. The provisions of this chapter shall not be construed to apply to persons selling at wholesale to merchants, or to transient vendors of drugs or to persons selling or distributing livestock feeds, fresh meats, fish, fruit, or vegetables, or to persons selling their own work or production either by themselves or employees. Merchants wishing to sell ice cream and similar frozen desserts from a motorized vehicle on public streets within zoning districts throughout the City are included in and governed by the provisions of this chapter requiring such merchants to obtain a transient merchant license.

(Ord. 1532 – June 14 Supp.)

122.02 LICENSE REQUIRED. It is unlawful for any transient merchant, as defined in this chapter, to sell, dispose of, or offer for sale any goods, wares or merchandise of any kind, nature or description, at any time or place within the City, unless such transient merchant, as in this chapter defined, has a valid license as provided herein and complies with the regulations set forth in this chapter.

122.03 APPLICATION FOR LICENSE. Any transient merchant, as defined herein, desiring a transient merchant’s license shall, at least ten (10) days prior to the first day any sale is made, file with the Clerk an application in writing duly verified by the person, firm, corporation, partnership or association proposing to sell or offer to sell at retail any goods, wares or merchandise, or to engage in or conduct a temporary

or intermittent business for the sale at retail of any goods, wares or merchandise, which application shall state the following facts:

1. The name, residence and post office address of the person, firm, corporation, a partnership or association making the application, and if a corporation, the names and addresses of the officers thereof, and if a firm, partnership or association and not a corporation, the names and addresses of all members thereof.
2. If the application is made by an agent, bailee, consignee or employee, the application shall so state and set out the name and address of such agent, bailee, consignee or employee and shall also set out the name and address of the owner of the goods, wares and merchandise to be sold or offered for sale.
3. The application shall state whether or not the applicant has an Iowa retailers sales tax permit and if the applicant has such permit, shall state the number of such permit.
4. If the applicant is a corporation, the application shall state whether or not the applicant is an Iowa corporation or a foreign corporation, and if a foreign corporation, shall state whether or not such corporation is authorized to do business in Iowa.
5. The value of the goods to be sold or offered for sale or the average inventory to be carried by any such transient merchant engaging in or conducting an intermittent or temporary business as the case may be.
6. The date or dates upon which said goods, wares or merchandise shall be sold or offered for sale, or the date or dates upon which it is the intention of the applicant to engage in or conduct a temporary or intermittent business.
7. The location and address where such goods, wares or merchandise shall be sold or offered for sale, or such business engaged in or conducted.
8. If the applicant proposes to sell ice cream and other similar frozen desserts from a vehicle, the following additional application requirements shall be provided:
 - A. A description of the vehicle from which the sale will be conducted and a copy of the vehicle's current registration.
 - B. A photocopy of the applicant's driver's license.
 - C. The applicant shall obtain at his or her own expense his or her current DCI criminal history report, dated within one year of license application, through the Iowa Department of Public Safety and certified copy of his or her current driving record. If a new applicant resided outside of Iowa anytime during the five years before applying, the person must also obtain, at their own expense, a copy of his or her current criminal history report and certified copy of driving record from each state of residence during the prior five years. Any person whose license has been suspended or revoked, or has expired for more than 30 days, will be required to obtain a current criminal history report and certified driving record in the same manner as a new applicant.

D. A list of all felony and misdemeanor convictions (convicted of, pled guilty to or stipulated to the facts of a criminal offense), including all crimes involving sexual assault and child abuse, during the ten years immediately preceding the date of application. No license shall be issued to applicants who are registered sex offenders as a result of crimes against a person under the age of eighteen.

E. A list of all convictions for traffic violations for which the applicant's license was suspended, revoked or barred during the five years immediately preceding the date of application.

F. A copy of the license and most recent inspection report issued by the Department of Inspections and Appeals Mobile Food Unit and any recent inspection reports.

G. An insurance certificate for a policy naming the City of Indianola, (including its officers and employees), as an additional insured, with comprehensive general liability limits in an amount no less than \$500,000. The policy shall be in full force and effect during the life of the vendor's license. The required coverage shall be at least as broad as the Insurance Services Office, Inc. Form Number CG0001, covering commercial general liability. A copy of the current insurance certificate shall be maintained on file with the City Clerk.

(Ord. 1532 – June 14 Supp.)

122.04 BOND REQUIRED; APPLICABILITY; FORFEITURE. At the time of filing the application and as a part thereof, the applicant shall file with the Clerk a bond, with sureties to be approved by the Clerk, in a penal sum two (2) times the value of the goods, wares or merchandise to be sold or offered for sale or the average inventory to be carried by such transient merchant engaged in or conducting an intermittent or temporary business, as the case may be, as shown by the application, running to the State of Iowa and the City of Indianola, for the use and benefit of any purchaser of any merchandise from such transient merchant who might have a cause of action of any nature arising from or out of such sale against the applicant or the owner of such merchandise if other than the applicant. The bond shall further be conditioned on the payment by the applicant of all taxes that may be payable by, or due from, the applicant to the State of Iowa or any subdivision thereof, and the bond shall be further conditioned for the payment of any fines that may be assessed by any court against the applicant for violation of the provision of this chapter, and further conditioned for the payment and satisfaction of any and all causes of action against the applicant commenced within one (1) year from the date of sale thereof, and arising from such sale, provided, however, that the aggregate liability of the surety for all such taxes, fines and causes of action shall in no event exceed the principal sum of such bond. In such bond the applicant and surety shall appoint the Clerk the agent of the applicant and surety for the service of process. In the event of such service, the agent upon whom such service is made shall within five (5) days after the date of service, mail by ordinary mail a true copy of the process served upon the agent to each party for whom the agent is served, addressed to the last known address of such party. Failure to so

mail such copy shall not, however, affect the jurisdiction of the court. Such bond shall contain the consent of the applicant and surety that the district court of the county in which the plaintiff may reside or Warren County, Iowa, shall have jurisdiction of all actions against the applicant or surety, or both, arising out of the sale. The State of Iowa, the City of Indianola, or any subdivision thereof, or any person having a cause of action against the applicant or surety arising out of said sale may join the applicant and surety on such bond in the same action, or may in such action sue either the applicant or the surety alone. The requirements of this section also apply to transient merchants who are licensed in accordance with an ordinance of another city in the State of Iowa. Notwithstanding the above provisions, the bond provided for in this section shall be forfeited to the State of Iowa or the City of Indianola upon the applicant's failure to pay the total of all taxes payable by or due from the applicant to the State, which taxes are administered by the Department of Revenue and Finance. The department shall adopt administrative rules for the collection of the forfeiture. Notice shall be provided to the surety and to the applicant. Notice to the applicant shall be mailed to the applicant's last known address. The applicant or the surety shall have the opportunity to apply to the Director of Revenue and Finance for a hearing within thirty (30) days after the giving of such notice. Upon the failure to request a hearing in a timely manner, the bond shall be forfeited. If, after the hearing upon timely request, the director finds that the applicant has failed to pay the total of all taxes payable and the bond is forfeited, the director shall order the bond forfeited. The amount of the forfeiture shall be the amount of taxes payable or the amount of the bond. The surety shall not have standing to contest the amount of any taxes payable. For purposes of this section "taxes payable" means all taxes, penalties, interest, and fees that the department has previously determined to be due by assessment or in an appeal of an assessment.

122.05 ISSUANCE OF LICENSE. Upon receiving an application for a transient merchant's license, the Clerk shall investigate, or cause to be investigated, the reputation and character of the applicant. If upon making such investigation the Clerk is satisfied that the statements and representations contained in the application are true, and that the applicant is of good reputation and character, and the holder of an Iowa retailer's sales tax permit, and if a foreign corporation has authority to do business in the State of Iowa, the Clerk shall issue to the applicant a license as a transient merchant upon payment of the fee as herein prescribed for the period of time requested in the application and for use at the location and place where it is stated in the application the sale will be held or the business conducted, both of which shall be set out in the license. Such license shall be valid only for the period of time and at the location and place described therein.

122.06 LICENSE FEE. Prior to issuing the transient merchant's license, the Clerk shall collect for the City a license fee in the sum of twenty dollars (\$20.00) for each day the applicant, as shown by the application, shall propose to sell or offer for sale any goods, wares or merchandise, or for each day the applicant, as shown by the application, proposes to engage in and conduct a business as a transient merchant as the case may be.

The following license fees shall be paid to the Clerk prior to the issuance of any license proposing to sell ice cream and other frozen desserts in accordance with this chapter:

1. One day..... \$ 20.00
2. One week..... \$ 30.00
3. One month..... \$ 50.00
4. Six months.....\$100.00

(Ord. 1532 – June 14 Supp.)

122.07 MISREPRESENTATION. It is unlawful for any transient merchant making sales or engaging in or conducting a business under a transient merchant's license to make any false or misleading statements or representation regarding any article sold or offered for sale by such transient merchant as to condition, quality, original cost, or cost to such transient merchant of any article sold or offered for sale or to sell or offer for sale goods, wares or merchandise of a value in excess of the value thereof as shown by the application, or to sell or offer for sale at retail any goods, wares or merchandise, or to engage in or conduct an intermittent or temporary business on any days or at any place other than those shown by such license.

122.08 SUSPENSION AND REVOCATION. After an alleged violation of the provisions of this chapter or of any other local, State or Federal law, and before a proper hearing before the Clerk, the transient merchant's license shall be under suspension and the transient merchant shall not conduct any further business under the license until disposition of the matter after the hearing. The Clerk may revoke any license issued under the provision of this chapter after proper hearing before the Clerk, by the sending of due notice of said hearing by registered letter to the transient merchant at the merchant's last known address, return receipt requested, not less than twenty (20) days before the date of the hearing, for any of the following causes:

1. For any violations of the provisions of this chapter.
2. For failure to pay the sales tax as provided by law or misrepresentation of the source, condition, quality, weight or measure of the product sold by the transient merchant.
3. If any judgment recovered against any transient merchant with reference to the operation of that business remains unpaid for a period of six (6) months, provided such judgment be not stayed under a *supersedeas* bond upon appeal from such judgment.

The Clerk shall give immediate notice of the revocation of any license issued under the provisions of this chapter to the surety or sureties furnishing the bond provided for herein. In the event of revocation, no other transient merchant license shall be issued to such applicant for a period of two (2) years thereafter.

122.09 PENALTY. Any merchant, whether an individual person, a firm, corporation, partnership or association, violating any of the provisions of this chapter

shall be guilty of a simple misdemeanor, and each sale made in violation of the provisions hereof shall be and constitute a separate offense.

122.10 ENFORCEMENT. The City Attorney may seek an injunction from a court of competent jurisdiction in order to prohibit sales by a transient merchant who is in violation of this chapter.

122.11 ICE CREAM VENDORS. A person who obtains a license under the provisions of this chapter may sell ice cream and frozen desserts from a sanitary vehicle approved and licensed by a representative of the Department of Inspections and Appeals pursuant to state law, provided that such vehicles shall be operated and maintained in full compliance with the health, food, drug and sanitary provisions of this Code and the applicable statutes of the state of Iowa.

1. Hours. Ice cream vendor licensees shall be permitted to conduct sales in any zoning district between sunrise and sunset.
2. Manner of Sale on Public Streets. Prior to making a sale, the driver shall drive to the side of the public street, as close as practicable to the curb or the edge of the portion of the street used for vehicular traffic. The driver shall stop, stand, or park such vehicle in full compliance with all applicable traffic laws, and shall remain so stopped, standing, or parked for no longer than is necessary to make sales to customers in the immediate vicinity desiring to make purchases.
3. Safety Standards. The sale of ice cream and other frozen desserts from a licensee's motorized vehicle is conditional upon the vehicle meeting the following minimum safety standards at all times:
 - A. A sign clearly visible from the front, rear, and both sides of the vehicle in at least 4" letters of contrasting colors with a warning stating, "CAUTION—CHILDREN."
 - B. Four-way, yellow flashing or oscillating hazard lights to warn approaching drivers of children. Such light shall be operated at all times during which ice cream sales occur in accordance with this chapter.
 - C. Left and right outside rear view mirrors and two additional outside wide-angle mirrors on the front and back of the vehicle to enable the driver to see around the entire vehicle.
4. Exclusive License. No foods other than ice cream or frozen desserts may be sold from a motorized vehicle within the City except in accordance with this chapter or as otherwise expressly provided in other sections of this Code.

(Ord. 1532 – June 14 Supp.)

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE
CITY OF INDIANOLA, IOWA, CHAPTER 122 “TRANSIENT
MERCHANT LICENSES”**

WHEREAS, the Indianola Code of Ordinances currently covers transient merchants;

WHEREAS, the City Council of the City of Indianola, Iowa, now deems it necessary and proper to amend the Code of Ordinances to expand the ordinance to include peddlers and solicitors.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Section 1: That the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by deleting the current Chapter 122 and inserting the following:

CHAPTER 122

PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS

122.01 Purpose	122.11 Revocation of License
122.02 Definitions	122.12 Notice
122.03 License Required	122.13 Hearing
122.04 Application for License	122.14 Record and Determination
122.05 License Fees	122.15 Appeal
122.06 Bond Required	122.16 Effect of Revocation
122.07 License Issued	122.17 Rebates
122.08 Display of License	122.18 License Exemptions
122.09 License Not Transferable	122.19 Charitable and Nonprofit Organizations
122.10 Time Restriction	122.20 Prohibited Acts
	122.21 Ice Cream Vendors

122.01 PURPOSE. The purpose of this chapter is to protect residents of the City against fraud, unfair competition and intrusion into the privacy of their homes by licensing and regulating peddlers, solicitors and transient merchants.

122.02 DEFINITIONS. For use in this chapter the following terms are defined:

1. “Peddler” means any person carrying goods or merchandise who sells or offers for sale for immediate delivery such goods or merchandise from house to house or upon the public street.
2. “Solicitor” means any person who solicits or attempts to solicit from house to house or upon the public street any contribution or donation or any order for goods, services, subscriptions or merchandise to be delivered at a future date.
3. “Transient merchant” means any person who engages in a temporary or itinerant merchandising business and in the course of such business hires, leases or occupies any building or structure whatsoever, or who operates out of a vehicle which is parked anywhere within the City limits. Temporary association with a local merchant, dealer, trader or auctioneer, or conduct of such transient business in connection with, as a part of, or in the name of any local merchant,

dealer, trader or auctioneer does not exempt any person from being considered a transient merchant.

122.03 LICENSE AND BOND REQUIRED.

1. Any person engaging in peddling, soliciting or in the business of a transient merchant in the City without first obtaining a license as herein provided is in violation of this chapter. In addition to any other provision of the Code of Ordinances specifying penalties, the City hereby specifically provides for criminal penalties allowed by Iowa law for simple misdemeanors for peddling, soliciting or engaging in the business of a transient merchant in the City without a license.
2. No license shall be issued until the applicant has delivered to the city clerk a cash bond for no less than \$200.00 per license or \$1,000.00 for an employer employing a group of five (5) or more license applicants.
 - A. **Use of Bond.** The bond shall be held to indemnify and pay the city any penalties or costs incurred in the enforcement of any of the sections of this Chapter, and to indemnify or reimburse any purchaser for damages recovered pursuant to a judgment of the court as a result of misrepresentation related to the goods or services sold by a licensee, provided that the action by the purchaser must be commenced within three months from the date of purchase.
 - B. **Release of Bond.** The balance of the bond shall be released by the city clerk and returned to the applicant or employer upon request by the applicant or employer at any time more than four months after expiration of the license for which the cash bond was provided. Except as otherwise provided by court order, the city clerk shall not release any bond during the pendency of any action in state or federal court seeking a judgment upon a claim eligible for payment from the bond.

122.04 APPLICATION FOR LICENSE. An application in writing shall be filed with the Clerk for a license under this chapter. Such application shall be accompanied by a \$15.00 application fee and set forth the following information:

1. Applicant's name, e-mail address, if any, permanent and local address, and local phone number or cell phone number;
2. Business address, business e-mail address, if any, and business phone number, if any;
3. The nature of the applicant's business;
4. The last three places of such business;
5. The length of time sought to be covered by the license;
6. Applicant's federal identification number and the federal identification number of any business for which applicant claims to be peddling as an agent, employee, or otherwise;

7. An Iowa sales tax permit number or a letter from the Iowa Department of Revenue confirming a sales tax permit is not required;
8. A Department of Criminal Investigation criminal history report/record for applicant from the state of applicant's residence for the previous five (5) years, including pending charges, dated no more than 30 days prior to the date of the application;
9. A criminal background check from the State of Iowa for applicant and any additional individuals listed on application, dated no more than 1 year prior to the date of the application;
10. Whether applicant has been listed on any sex offender registry within the last five (5) years;
11. Whether applicant has had a peddlers license suspended, revoked, or denied by this or any other city in the last five (5) years and the reasons therefore;
12. The dates of any previous peddlers licenses issued by the city clerk;
13. A list of any vehicles used in the business and the license plate number of any such vehicles.

If the applicant proposes to sell ice cream and other similar frozen desserts from a vehicle, the following additional application requirements shall be provided:

1. A description of the vehicle from which the sale will be conducted and a copy of the vehicle's current registration.
2. A photocopy of the applicant's driver's license.
3. The applicant shall obtain at his or her own expense his or her current DCI criminal history report, dated within one year of license application, through the Iowa Department of Public Safety and certified copy of his or her current driving record. If a new applicant resided outside of Iowa anytime during the five years before applying, the person must also obtain, at their own expense, a copy of his or her current criminal history report and certified copy of driving record from each state of residence during the prior five years. Any person whose license has been suspended or revoked, or has expired for more than 30 days, will be required to obtain a current criminal history report and certified driving record in the same manner as a new applicant.
4. A list of all felony and misdemeanor convictions (convicted of, pled guilty to or stipulated to the facts of a criminal offense), including all crimes involving sexual assault and child abuse, during the ten years immediately preceding the date of application. No license shall be issued to applicants who are registered sex offenders as a result of crimes against a person under the age of eighteen.

5. A list of all convictions for traffic violations for which the applicant's license was suspended, revoked or barred during the five years immediately preceding the date of application.
6. A copy of the license issued by the Department of Inspections and Appeals Mobile Food Unit and any recent inspection reports.
7. An insurance certificate for a policy naming the City of Indianola, (including its officers and employees), as an additional insured, with comprehensive general liability limits in an amount no less than \$500,000. The policy shall be in full force and effect during the life of the vendor's license. The required coverage shall be at least as broad as the Insurance Services Office, Inc. Form Number CG0001, covering commercial general liability. A copy of the current insurance certificate shall be maintained on file with the City Clerk.

Upon receipt of the application and accompanying criminal background check, the City Clerk shall conduct an investigation under the following procedures prior to issuing a license:

1. The city clerk shall refer the application and criminal background check provided by the applicant to the chief of police or his/her designee, who shall make an investigation of the character and reputation of the person(s) who will conduct business within the City of Polk City, Iowa, to the extent he/she believes necessary for the protection of the public welfare, except that prior misconduct cannot serve as a basis for denial of a license;
2. The chief of police shall endorse the application with his/her approval or disapproval and forward such endorsed application to the city clerk;
3. If the application has been approved by the chief of police, the city clerk may issue a license to the applicant upon the payment of all license and application fees, bonds, and compliance with all other conditions provided in this Code;
4. If the application has not been approved by the chief of police, the city clerk shall not issue a license unless and until the causes for such disapproval are eliminated;
5. When causes for disapproval are eliminated, the applicant may resubmit to the clerk and the clerk shall forward the amended application to the chief of police for investigation in the same manner as submission of the initial application set forth herein.

122.05 LICENSE FEES. The following license fees shall be paid to the Clerk prior to the issuance of any license.

1. Solicitors. For each person actually soliciting (principal or agent), a fee of one hundred dollars (\$100.00) per year.
2. Peddlers or Transient Merchants.
 - A. For one day \$ 50.00
 - B. For one week..... \$ 100.00
 - C. For up to six (6) months..... \$ 200.00

D. For one year or any major part thereof \$ 300.00

3. Ice Cream Vendors. The following license fees shall be paid to the Clerk prior to the issuance of any license proposing to sell ice cream and other frozen desserts in accordance with this Chapter:

- A. One day..... \$ 20.00
- B. One week..... \$ 30.00
- C. One month..... \$ 50.00
- D. One month to six months..... \$100.00

122.06 BOND REQUIRED. Before a license under this chapter is issued to a transient merchant, an applicant shall provide to the Clerk evidence that the applicant has filed a bond with the Secretary of State in accordance with Chapter 9C of the Code of Iowa.

122.07 LICENSE ISSUED. If the Clerk finds the application is completed in conformance with the requirements of this chapter, the facts stated therein are found to be correct and the license fee paid, a license shall be issued immediately.

122.08 DISPLAY OF LICENSE. Each solicitor or peddler shall keep such license in possession at all times while doing business in the City and shall, upon request, exhibit the license as evidence of compliance with all requirements of this chapter or leave a copy of the license with the prospective customer. Each transient merchant shall display publicly such merchant's license in the merchant's place of business. Any misrepresentation in the displaying of licenses issued under this Chapter shall subject the licensee to revocation in addition to any claim in state or federal court by an injured purchaser.

122.09 LICENSE NOT TRANSFERABLE. Licenses issued under the provisions of this chapter are not transferable in any situation and are to be applicable only to the person filing the application.

122.10 TIME RESTRICTION. All peddler's and solicitor's licenses shall provide that said licenses are in force and effect only between the hours of 10:00 a.m. and 8:00 p.m.

122.11 REVOCATION OF LICENSE. The Clerk or the Police Chief or Police Chief's Designee may summarily suspend or revoke any license issued under this chapter by issuance of personal service of the Notice of Revocation on the licensee or on an officer or employee of the licensee or, if personal service cannot be effected, by mailing the Notice by certified mail, return receipt requested, to the licensee's last known mailing address for the following reasons:

1. Fraudulent Statements. The licensee has made fraudulent statements in the application for the license or in the conduct of the business.
2. Violation of Law. The licensee has violated this chapter, including conduct prohibited by Section 122.20, or has otherwise conducted the business in an unlawful manner.
3. Endangered Public Welfare, Health or Safety. The licensee has conducted the business in such manner as to endanger the public welfare, safety, order or morals.

The license shall stand revoked unless, within five days after receipt of the Notice of Revocation from the Clerk, the licensee files a written request for a public hearing on the revocation.

122.12 NOTICE. The Notice of Revocation sent to or served upon the licensee shall contain particulars of the complaints against the licensee, the ordinance provisions or State statutes allegedly violated, and advise that the time for requesting a hearing will expire within five days of the date of service or certified mail receipt of the Notice. The license shall be suspended until such time as a hearing is held by the request of the licensee.

122.13 HEARING. If timely requested in accordance with Section 122.11, the Clerk shall conduct a hearing at which both the licensee and any complainants shall be present to determine the truth of the facts alleged in the complaint and notice. Should the licensee, or authorized representative, request a hearing and fail to appear without good cause, the Clerk may proceed to hold the decision to revoke the license as final and no appeal by the licensee will be heard in accordance with Section 122.15.

122.14 RECORD AND DETERMINATION. The Clerk shall make and record findings of fact and conclusions of law, and shall revoke a license only when upon review of the entire record the Clerk finds clear and convincing evidence of substantial violation of this chapter or State law.

122.15 APPEAL. If the Clerk revokes or refuses to issue a license, the Clerk shall make a part of the record the reasons therefor. The licensee, or the applicant, shall have a right to a hearing before the Council at its next regular meeting. The Council may reverse, modify or affirm the decision of the Clerk by a majority vote of the Council members present and the Clerk shall carry out the decision of the Council. The Clerk's decision to revoke or refuse issuance of a license shall stand unless and until a timely appeal is made before the Council at its next regular meeting.

122.16 EFFECT OF REVOCATION. Revocation of any license shall bar the licensee from being eligible for any license under this chapter for a period of one year from the date of the revocation.

122.17 REBATES. No rebates of the fees required in this chapter shall be permitted without Council approval.

122.18 LICENSE EXEMPTIONS. The following are excluded from the application of this chapter.

1. Newspapers. Persons delivering, collecting for or selling subscriptions to newspapers.
2. Club Members. Members of local civic and service clubs, Boy Scout, Girl Scout, 4-H Clubs, Future Farmers of America and similar organizations and youth groups.
3. Local Residents and Farmers. Local residents and farmers who offer for sale their own produce on private property.
4. Students. Students representing the North Polk School District conducting projects sponsored by organizations recognized by the school.
5. Route Sales. Route delivery persons who only incidentally solicit additional business or make special sales.
6. Resale or Institutional Use. Persons customarily calling on businesses or institutions for the purposes of selling products for resale or institutional use.

7. City sponsored and/or community events held on City property.

122.19 CHARITABLE AND NONPROFIT ORGANIZATIONS. Authorized representatives of charitable or nonprofit organizations operating under the provisions of Chapter 504A of the Code of Iowa desiring to solicit money or to distribute literature are exempt from the operation of Sections 122.04 and 122.05. All such organizations are required to submit in writing to the Clerk the name and purpose of the cause for which such activities are sought, the name and social security number of each representative of the organization, names and addresses of the officers and directors of the organization, a list of any vehicles used and the license plate number of any such vehicles, the period during which such activities are to be carried on, and whether any commissions, fees or wages are to be charged by the solicitor and the amount thereof. If the Clerk finds that the organization is a bona fide charity or nonprofit organization the Clerk shall issue, free of charge, a license containing the above information to the applicant. In the event the Clerk denies the exemption, the authorized representatives of the organization may appeal the decision to the Council, as provided in Section 122.15 of this chapter.

122.20 PROHIBITED ACTS.

1. No peddler shall conduct peddling with any person situated in a motor vehicle upon any public street, alley, driveway access, or public way
2. No peddler shall conduct peddling upon any part of the public right away along a parade route on the day of any permitted parade.
3. No peddler shall conduct peddling within one thousand (1,000) feet of the perimeter of a street closure, or inside such perimeter, for an event where a street use permit has been issued unless written permission from the street use permit holder has been obtained.
4. No peddler shall conduct peddling between the hours of 9:00 p.m. and 9:00 a.m.
5. No peddler shall do business or attempt to do business upon any property on which a notice is posted prohibiting peddling or soliciting
6. No peddler shall harass, intimidate, coerce, annoy, disrespect, alarm, or threaten any individual to induce a sale.
7. No peddler shall falsely or fraudulently misrepresent the quality, character or quantity of any article, item or commodity offered for sale or sell any unwholesome or tainted food or foodstuffs.
8. No peddler shall conduct business in such a manner as to endanger the public health, welfare, or safety.

122.21 ICE CREAM VENDORS. A person who obtains a license under the provisions of this Chapter may sell ice cream and frozen desserts from a sanitary vehicle approved and licensed by a representative of the Department of Inspections and Appeals pursuant to state law, provided that such vehicles shall be operated and maintained in full compliance with the health, food, drug and sanitary provisions of this Code and the applicable statutes of the state of Iowa.

1. Hours. Ice cream vendor licensees shall be permitted to conduct sales in any zoning district between sunrise and sunset.

2. Manner of Sale on Public Streets. Prior to making a sale, the driver shall drive to the side of the public street, as close as practicable to the curb or the edge of the portion of the street used for vehicular traffic. The driver shall stop, stand, or park such vehicle in full compliance with all applicable traffic laws, and shall remain so stopped, standing, or parked for no longer than is necessary to make sales to customers in the immediate vicinity desiring to make purchases.

3. Safety Standards. The sale of ice cream and other frozen desserts from a licensee's motorized vehicle is conditional upon the vehicle meeting the following minimum safety standards at all times:

a. A sign clearly visible from both the front and rear front, back and both sides of the vehicle in at least 4" letters of contrasting colors with a warning stating, "CAUTION—CHILDREN."

b. Four-way, yellow flashing or oscillating hazard lights to warn approaching drivers of children. Such light shall be operated at all times during which ice cream sales occur in accordance with this Chapter.

c. Left and right outside rear view mirrors and two additional outside wide-angle mirrors on the front and back of the vehicle to enable the driver to see around the entire vehicle.

4. Exclusive License. No foods other than ice cream or frozen desserts may be sold from a motorized vehicle within the City except in accordance with this Chapter or as otherwise expressly provided in other sections of this Code.

Section 2: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 3: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this ____ day of _____, 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____

Second reading: _____
Third reading: _____
Publication Date: _____

CITY OF INDIANOLA, IOWA
APPLICATION FOR PEDDLERS, SOLICITORS &
TRANSIENT MERCHANT PERMIT

Date of Application: _____

1. Name: _____ Age: _____

Social Security Number: _____

Permanent Address: _____

City _____ State _____ Zip Code _____

Local Address: : _____

City _____ State _____ Zip Code _____

Telephone # _____ Cell Phone Number _____

Email address: _____

2. Business Address: _____

City _____ State _____ Zip Code _____

Business Phone Number _____

Email address: _____

3. Nature of Applicant's business _____

4. The last three places of the above business:

5. Exact Type of Merchandise Selling: _____

6. Length of time to be covered by a peddler's, solicitors or transient merchant permit:

7. Name(s) of person going door to door, social security number, description of vehicle(s), and license plate number(s):

Name	SS#	Vehicle Description	License Plate #
------	-----	---------------------	-----------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

8. Applicant's Federal Identification Number and Federal Identification Number of any business for which applicant claims to be peddling as an agent, employee, or otherwise.

_____	_____
_____	_____

9. Iowa Sales Tax Permit Number or attach letter from the Iowa Department of Revenue confirming a sales tax permit is not required. Permit Number _____

10. Please attach Department of Criminal Investigation criminal history report/record for applicant from the state of applicant's residence for the previous five (5) years, including pending charges, dated no more than 30 days prior to the date of the application.

11. Please attach a criminal background check from the State of Iowa for applicant and any additional individuals listed on application, dated no more than 1 year prior to the date of the application.

12. Has applicant been listed on any sex offender registry within the last five (5) years? _____

13. Has applicant had a peddlers, solicitors or transient merchant license suspended, revoked, or denied by this or any other city in the last five (5) years?

Yes _____ No _____

If yes, the reason why.

14. The dates of any previous peddlers, solicitors or transient merchant licenses issued by the City Clerk:

The Undersigned, in support of their request for the issuance of a peddlers, solicitor or transient merchant permit, states the information provided above is true and correct.

Print Name	Signature	Date
------------	-----------	------

License Fees:

1. Solicitors*. For each person actually soliciting (principal or agent), a fee of one hundred dollars (\$100.00) per year.

2. Peddlers* or Transient Merchants*: (check one)

1 day \$50.00 ☐

1 week \$100.00 ☐

1 to 6 months \$200.00 ☐

1 year or major part thereof \$300.00 ☐

Bond Required. Before a license under this chapter is issued to a transient merchant, an applicant shall provide to the Clerk evidence that the applicant has filed a bond with the Secretary of State in accordance with Chapter 9C of the Code of Iowa.

Restriction. All peddler's and solicitor's licenses shall provide that said licenses are in force and effect only between the hours of ten o'clock (10:00) a.m. and eight o'clock (8:00) p.m.

Definitions:

1. "Peddler" means any person carrying goods or merchandise who sells or offers for sale for immediate delivery such goods or merchandise from house to house or upon the public street.
 2. "Solicitor" means any person who solicits or attempts to solicit from house to house or upon the public street any contribution or donation or any order for goods, services, subscriptions or merchandise to be delivered at the future date.
 3. "Transient merchant" means any person who engages in a temporary or itinerant merchandising business and in the course of such business hires, leases or occupies any building or structure whatsoever, or who operates out of a vehicle which is parked anywhere within the City limits. Temporary association with a local merchant, dealer, trader or auctioneer, or conduct of such transient business in connection with, as a part of, or in the name of any local merchant, dealer, trader or auctioneer does not exempt any person from being considered a transient merchant.
-

For Clerk's Use Only:

Date: _____ Fee: _____ Receipt # _____ Permit # _____

Information

Subject

Request from Greg Johansen and Mike Ohnemus to purchase an alley

Information

Information

Subject

Final consideration of a request from Greg Johansen and Mike Ohnemus to vacate and purchase the West ½ of east/west alley within Block 36 of College Addition (P&Z approved unanimously 2/9/16)

Information

Council needs hold the final consideration of a request from Greg Johansen and Mike Ohnemus to purchase an alley (see packet for map). For a resident to purchase an alley they receive an application from Community Development which requires the following:

1. An agreement to purchase between all property owners adjoining the alley.
2. Notification to all property owners within the same block.
3. Notification and review from applicable city department heads.
4. Review of existing utilities that may be present within the alley.
5. Ten days prior to the P&Z meeting, a notification letter from City to all property owners within the block informing them of the request to vacate and purchase the alley is mailed.
6. Planning and Zoning reviews the request and makes recommendation to Council.

Over the past 30 years the City has sold dozens of public alleys to adjacent property owners for multiple reasons. In this situation, the applicants owns the property on either side of the alley so a common access agreement is not required.

We have received no objections from police, fire or the street department regarding the request. However, there is a CenturyLink phone cable present which simply means the City will retain easement rights as part of the purchase. All the paperwork has been completed and notifications have been sent.

Chuck recommended and P&Z approved unanimously.

Roll call is in order to approve the ordinance vacating the alley.

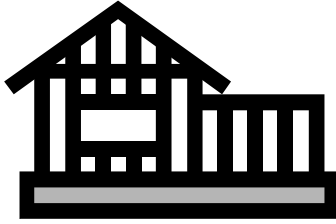
Attachments

P&Z Memo

P&Z Minutes 020916

Alley Information

Ordinance



To: Planning and Zoning Commission
From: Chuck Burgin, Director of Community Development
Subject: February 9, 2016 Meeting

Item # 4 Welcome new Commission members Ron Fridley and Becky Needles. Ron and Becky's appointments are replacing Joe Gezel and Mary Donaghy.

Item # 5 Consider the Preliminary Plat of Prairie Glynn

In the January meeting, city staff recommended to table this plat until additional information regarding the development of the entire site was received. Commission agreed and upon request of the developer's engineer, action on the plat was delayed until the February 9th meeting.

The area being platted is located along the east side of North 15th Street and south of East Iowa Avenue. Planning and Zoning recommended and Council approved R-3 (Mixed Residential) zoning for the entire platted area late in 2015. The new preliminary plat indicates 56 single family lots via an extension of East Franklin Avenue and East Girard Avenue to the east and two outlots X and Y for future development to the north and east.

I have enclosed an aerial photo which will help show the existing development in the area. The aerial also identifies street extension from the Traffic Chapter of the 2003 Comprehensive Plan. The 2003 plan identifies five growth areas within the community and laid out anticipated street patterns in each area.

The purpose of the preliminary plat is to give the Planning and Zoning Commission, Council and neighborhood a view of how the owner intends to develop the entire site, approximately 37.8 acres. The use of the land does not need to be specifically identified, however street and utility extensions for the entire site should be indicated, particularly those streets that have been identified in the master street plan. Even though there are separate property owners on either side of East Euclid Avenue, the Master Street Plan of the 2003 Comprehensive Plan indicates the extension of Euclid Avenue as a major street. It is our hope that the two property owners will work together and jointly develop the lots on either side of East Euclid Avenue. I have again enclosed a copy of the preliminary plat of Ashton Park subdivision which lies directly to the south as an example. Listed below are recommended changes to the plat.

1. The plat indicates East Euclid Avenue transitioning off the section line to the north. I see no reason for this other than lot design on the adjacent property. The street extension should remain on the section line until confirmation with the adjoining developer has been agreed to.
2. The maximum length of a city block is 1250'. At this time the developer is indicating no thru street extensions other than East Euclid Avenue. The distance between East Iowa Avenue and East Euclid is 1320'. There are many areas in the community where this limit is exceeded. The developer will need to give a compelling argument to receive a variance for exceeding this requirement.
3. Stormwater review must be completed and approved by the city's consulting engineer.
4. Indicate on plat a 15' public utility easement in front of each lot within the development and along North 15th Street. Additional stormwater drainage and sanitary sewer easements will be determined during the final platting process.
5. Note #1 on the plan indicates lot development subject to City of Indianola participation. I do not disagree the city should discuss options with owners on either side of East Euclid Avenue on the best way to complete the improvement. However this developer cannot dictate via the platting process that the city is obligated to participate. This note should be removed.
6. Right-of-way width along North 15th Street should be indicated.
7. Proposed street grades are to be indicated on the plat.
8. Public sidewalks within the subdivided area as well as the extension of the 10' trail along 15th needs to be indicated on the plat.
9. Sanitary sewer, water main and storm sewer improvements will be reviewed for compliance with City and IMU regulations after construction documents are submitted.

The area identified as outlot "Y" is labeled future multi-family/townhome development. As I discussed with the Commission in January, I feel this type of use is needed for buffering the single family dwellings from the future industrial zoning that will in most likelihood occur on the north side of East Iowa Avenue. As for the individual lots indicated in outlot "X", the engineer had shown the extension of 18th Street ending in a cul-de-sac. I did suggest that the street be shown as a dead-end to the Glasscock property line for the time being. I feel it important the entire neighborhood to the south have connectivity to East Iowa Avenue sometime in the future. I further informed Polly Glascock of this suggestion and the reason for it prior to the meeting.

Because the plat was tabled in January, the Commission must take action by either approval or denial at the February 9th meeting. I recommend approval of the plat, subject to the items listed above.

Item # 6 Consider request from Greg Johansen and Mike Ohnemus to vacate and purchase the West ½ of east/west alley within Block 36 of College Addition

Enclosed is the request to purchase the alley as well as a map indicating the location of the alley. Many of you have not been through the process of purchasing an alley so I will briefly describe it for you.

Applicant receives an application from Community Development which requires the following:

1. An agreement to purchase between all property owners adjoining the alley.
2. Notification to all property owners within the same block.
3. Notification and review from applicable city department heads.
4. Review of existing utilities that may be present within the alley.
5. Ten days prior to the P&Z meeting, a notification letter from City to all property owners within the block informing them of the request to vacate and purchase the alley is mailed.
6. Planning and Zoning reviews the request and makes recommendation to Council.

Over the past 30 years the City has sold dozens of public alleys to adjacent property owners for multiple reasons. In this situation, the applicants own the property on either side of the alley so a common access agreement is not required.

We have received no objections from police, fire or the street department regarding the request. However, there is a CenturyLink phone cable present which simply means the City will retain easement rights as part of the purchase. All the paperwork has been completed and notifications have been sent. I recommend approval of the request.

INDIANOLA PLANNING AND ZONING COMMISSION
REGULAR MEETING
FEBRUARY 9, 2016
6:00 P.M.

The meeting was called to order by Chairperson Doug Opie and on roll call the following members were present:

Joe Butler
Tiffany Coleman
Al Farris (via phone)
Ron Fridley
Cindy Johnson
Becky Needles
Doug Opie
Bob Ormsby
Josh Rabe

Also present: Justin Cooper, Brad Cooper, Greg Johansen, Barb McMurry, Polly Glascock, Jeff Smith, Lori Smith, Miles Smith, Lindsey Offenburger, Chuck Burgin and Ryan Waller.

City Manager Ryan Waller gave a presentation of the proposed Local Option Sales Tax.

The minutes of the January 12, 2016 meeting were approved on a motion made by Butler and seconded by Coleman. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

The Board welcomed new Commission members Ron Fridley and Becky Needles.

Consider Preliminary Plat of Prairie Glynn

Chuck reviewed the proposed preliminary plat stating there are many items that need clarification or further indication prior to council approval including the following:

1. The plat indicates East Euclid Avenue transitioning off the section line to the north. I see no reason for this other than lot design on the adjacent property. The street extension should remain on the section line until confirmation with the adjoining developer has been agreed to.
2. The maximum length of a city block is 1250'. At this time the developer is indicating no thru street extensions other than East Euclid Avenue. The distance between East Iowa Avenue and East Euclid is 1320'. There are many areas in the community where this limit is exceeded. The developer will need to give a compelling argument to receive a variance for exceeding this requirement.
3. Stormwater review must be completed and approved by the city's consulting engineer.

4. Indicate on plat a 15' public utility easement in front of each lot within the development and along North 15th Street. Additional stormwater drainage and sanitary sewer easements will be determined during the final platting process.
5. Note #1 on the plan indicates lot development subject to City of Indianola participation. I do not disagree the city should discuss options with owners on either side of East Euclid Avenue on the best way to complete the improvement. However this developer cannot dictate via the platting process that the city is obligated to participate. This note should be removed.
6. Right-of-way width along North 15th Street should be indicated.
7. Proposed street grades are to be indicated on the plat.
8. Public sidewalks within the subdivided area as well as the extension of the 10' trail along 15th needs to be indicated on the plat.
9. Sanitary sewer, water main and storm sewer improvements will be reviewed for compliance with City and IMU regulations after construction documents are submitted.

Brad Cooper, Cooper Crawford and Associates, spoke regarding the preliminary plat of Prairie Glynn and stated all of the written comments made by Chuck Burgin with the exception of #2 have been addressed.

Those speaking included:

Polly Glascock, 1715 E. Iowa, wants to see 17th or 16th extended to Iowa instead of 18th or curve around her property

Miles Smith, 504 N. 15th, had concerns with the storm water detention area

Lori Smith, 1416 E. Franklin, had concerns with speed and traffic of 15th Street with the addition of 56 single family homes exiting onto 15th Street.

The Commission discussed a variance and concurred to the additional distance of a maximum length of block of 1,320' from East Iowa Avenue and East Euclid Avenue.

Brad Cooper stated they would submit new plats to City Council indicating North 17th Street being extended north to East Iowa Avenue.

It was moved by Farris and seconded by Needles to approve the plat subject to the changes presented by Chuck Burgin and the extension of 17th north to Iowa Avenue. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

Consider request from Greg Johansen and Mike Ohnemus to vacate and purchase the West ½ of east/west alley within Block 36 of College Addition

Greg Johansen, 3650 Grand Avenue-Des Moines, Iowa, spoke in favor of his request. A motion was made by Rabe and seconded by Butler to approve this request subject to the city retaining easement right. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

Other Business

Election of officers will be held in March

Meeting adjourned on a motion by Coleman and seconded by Johnson.

Doug Opie, Chairperson

Mindi Robinson



COMMUNITY DEVELOPMENT

Agreement to Purchase Alley

SCHAEFER & OHNEMAS

requests to purchase the alley legally described as:

THE WEST 1/2 ALLEY LYING BETWEEN LOT 3 AND LOTS

9-10-11-12 IN BLOCK 36 COLLEGE ADDITION, INDIANOLA

IA.

The undersigned owns property adjacent to the alley legally described above and agrees to purchase the alley.

Name

Address

Date

x Mike Os

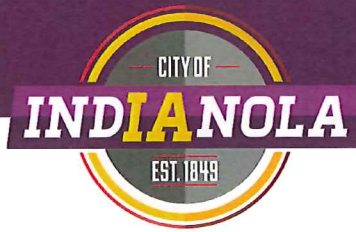
115 Philip

1-4-16

Greg Johnson

3656 Grand Ave. WDM

1-4-16



COMMUNITY DEVELOPMENT

Notice of Alley Closing

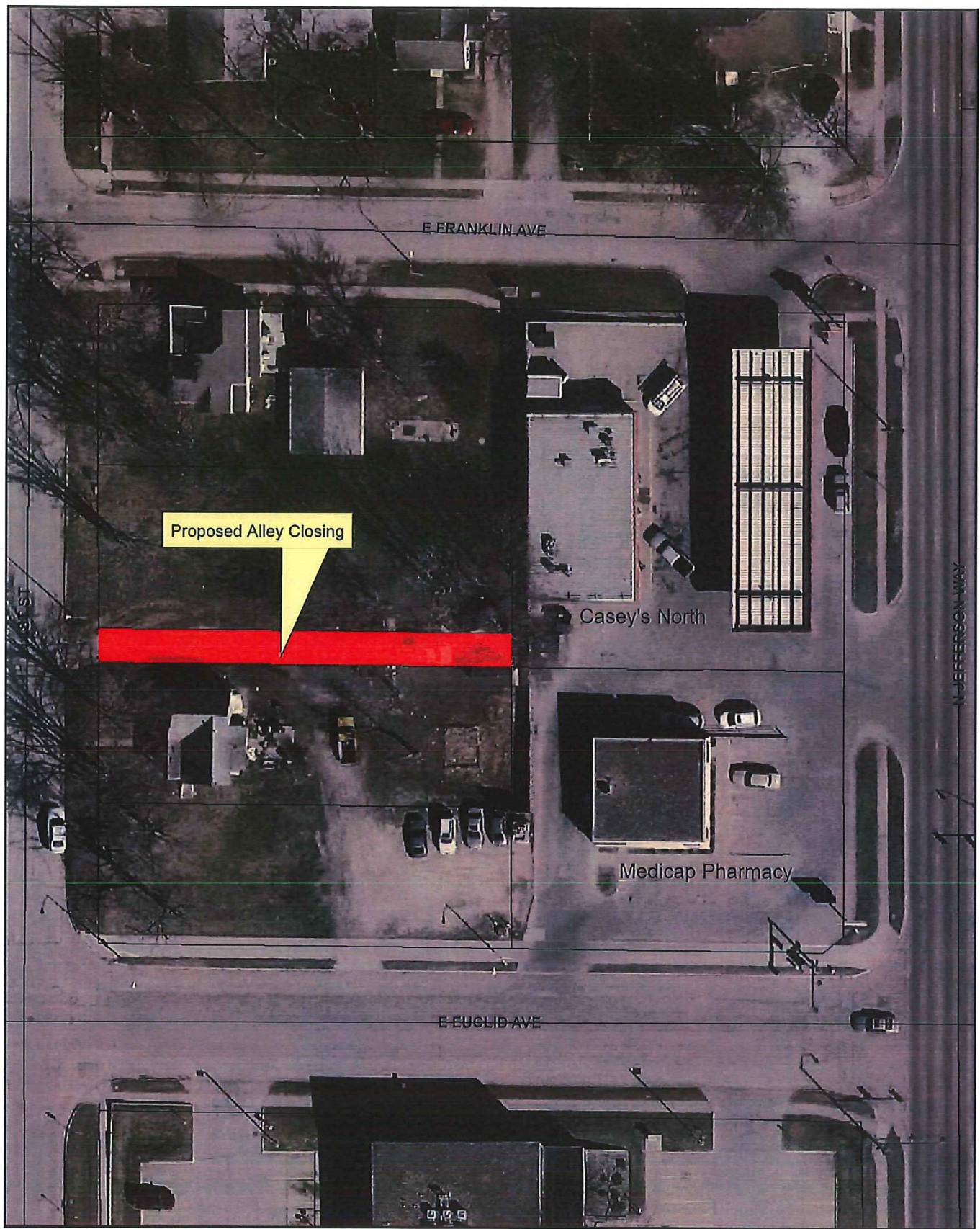
The undersigned acknowledges that the alley legally described as:

THE WEST 1/2 ALLEY LYING BETWEEN LOT 3 AND LOTS
9-10-11-12, BLOCK 36, COLLEGE ADDITION, INDIANOLA
IA.

has been requested to be sold to the adjacent property owners and that the undersigned owns property within the same block and acknowledges notification.

Property owners within the block of proposed alley closing:

Name	Address	Date
	608 N. 1ST	
	607 N. SEPPERSON	



Johansen and Ohnemus Alley Closing Request
West 1/2 of E/W Alley Between Lot 3 & Lots 9-10-11-12,
Block 36, College Addition



1/2016

ORDINANCE NO. _____

ORDINANCE VACATING A PORTION OF REAL ESTATE DESCRIBED AS WEST ONE-HALF (1/2) OF EAST/WEST ALLEY WITHIN BLOCK 36 OF COLLEGE ADDITION, INDIANOLA, WARREN COUNTY, IOWA AND RETAINING EASEMENT RIGHTS

WHEREAS, on the 7th day of March 2016, pursuant to published notice as required by law, the City Council of the City of Indianola, Iowa held a public hearing on a proposal to vacate a portion of real estate owned by the City generally described as an alley and more specifically described as:

West One-Half (1/2) of East/West Alley within Block 36 of College Addition, Indianola, Warren County, Iowa; and

WHEREAS, the City Council of the City of Indianola, Iowa, has determined that it is in the best interests of the City to vacate said alley but retain any easement rights needed by the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Section 1. The City of Indianola, Iowa, hereby vacates the following described real estate while retaining any easement rights needed by the City:

West One-Half (1/2) of East/West Alley within Block 36 of
College Addition, Indianola, Warren County, Iowa

Section 2. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 3. This Ordinance shall be in effect upon its passage, approval and publication as provided by law.

PASSED AND APPROVED this ____ day of _____ 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____
Second reading: _____
Third reading: _____
Publication Date: _____

Information

Subject

Resolution approving sale of an alley located in a portion of property located at the West 1/2 of east/west alley within Block 36 of College Addition to adjacent property owners Greg Johansen and Mike Ohnemus

Information

Council needs to consider the resolution (packet) selling the alley to Greg Johansen and Mike Ohnemus.

Roll call is in order to approve the resolution selling the alley subject to the city retaining easements.

Attachments

Resolution

Quit Claim Deed Johansen

Quit Claim Deed Ohnemus

RESOLUTION NO. _____

RESOLUTION APPROVING SALE OF AN ALLEY DESCRIBED AS WEST ONE-HALF (1/2) OF EAST/WEST ALLEY WITHIN BLOCK 36 OF COLLEGE ADDITION, INDIANOLA, WARREN COUNTY, IOWA TO ADJACENT PROPERTY OWNERS GREG JOHANSEN AND MIKE OHNEMUS

WHEREAS, the City of Indianola, Iowa owns property generally described as an alley, located and more particularly described as the West One-Half (1/2) of East/West Alley within Block 36 of College Addition, Indianola, Warren County, Iowa; and

WHEREAS, the City of Indianola, Iowa, recently received an offer by an adjacent property owners to vacate and sell said alley in accordance with law and city policy on transfer of unused alleys within the City; and

WHEREAS, the required application has been made, notice and consent of adjacent property owners secured, and Planning and Zoning recommended Council approval of the proposal on February 9, 2016; and

WHEREAS, in accordance with the Code of Iowa Section 364.7, notice and hearing as provided by law was held on March 7, 2016; and

WHEREAS, the City Council now deems it in the best interest of the City of Indianola, Iowa, to sell the vacated alley to the adjoining property owners as proposed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the sale of the alley to Greg Johansen and Mike Ohnemus is hereby approved.

NOW THEREOFRE BE IT FURTHER RESOLVED that the Mayor and City staff are authorized to do all things necessary to effectuate the sale.

Dated this ____ day of _____ 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Prepared by: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, IA 50266 515-274-1450
Return to: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, IA 50266
Address Tax Statement: Greg Johansen,

QUIT CLAIM DEED

For the consideration of One Dollar(s) and other valuable consideration, the City of Indianola, Iowa does hereby Quit Claim to Greg Johansen, a _____ person, all its right, title, interest, estate, claim and demand in the following described real estate in Warren County, Iowa:

_____ One-Half of the West One-Half (1/2) of East/West Alley within Block 36 of College Addition, Indianola, Warren County, Iowa

Subject to all easements, covenants, and restrictions of record and subject to easement rights to the City of Indianola for _____

This deed is exempt according to Iowa Code section 428A.2(6).

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: _____

City of Indianola, Iowa

By: _____
Kelly B. Shaw, Mayor

By: _____
Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY

On the ____ day of _____, 2016, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Kelly B. Shaw and Diana Bowlin, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of Indianola, Iowa, a municipal corporation; that the seal affixed to the above and foregoing instrument is the corporate seal of said municipal corporation, and that said instrument was signed and contained in the Resolution adopted by the City Council of Indianola on the 3rd day of November, 2014, and the said Kelly B. Shaw and Diana Bowlin acknowledged the execution of said instrument to be their voluntary act and deed and the voluntary act and deed of said municipal corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

Prepared by: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, IA 50266 515-274-1450
Return to: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, IA 50266
Address Tax Statement: Mike Ohnemus,

QUIT CLAIM DEED

For the consideration of One Dollar(s) and other valuable consideration, the City of Indianola, Iowa does hereby Quit Claim to Mike Ohnemus, a _____ person, all its right, title, interest, estate, claim and demand in the following described real estate in Warren County, Iowa:

_____ One-Half of the West One-Half (1/2) of East/West Alley within Block 36 of College Addition, Indianola, Warren County, Iowa

Subject to all easements, covenants, and restrictions of record and subject to easement rights to the City of Indianola for _____

This deed is exempt according to Iowa Code section 428A.2(6).

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: _____

City of Indianola, Iowa

By: _____
Kelly B. Shaw, Mayor

By: _____
Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY

On the ____ day of _____, 2016, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Kelly B. Shaw and Diana Bowlin, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of Indianola, Iowa, a municipal corporation; that the seal affixed to the above and foregoing instrument is the corporate seal of said municipal corporation, and that said instrument was signed and contained in the Resolution adopted by the City Council of Indianola on the 3rd day of November, 2014, and the said Kelly B. Shaw and Diana Bowlin acknowledged the execution of said instrument to be their voluntary act and deed and the voluntary act and deed of said municipal corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

Information

Subject

Resolution approving salaries

Information

This action sets salaries per the personnel management guide, union contract and seasonal salaries:

Aaron Hurt - Firefighter/Paramedic, from FF-3 \$51,317/year to FF-4 \$53,882/year effective April 3, 2016

Meredith Cunningham, Seasonal Recreation/Pickard Park Employee, \$9.00/hour effective May 2, 2016 - first year seasonal employee

Rickee Chaplin, Seasonal Buxton Flower Worker, \$9.00/hour effective May 9, 2016 - first year seasonal employee

Edward Solheim, Seasonal Forestry Tech, \$9.00/hour effective April 18, 2016 - first year seasonal employee

Carrol Waser, Seasonal Mower Operator-Park Department, \$9.00/hour effective April 5, 2016 - first year seasonal employee

William Glanz, Seasonal Mower Operator-Park Department, \$9.00/hour effective April 5, 2016 - first year seasonal employee

Richard Drake, Seasonal Park Maintenance, \$9.00/hour effective April 5, 2016 - first year seasonal employee

Roll call is in order.

Attachments

Aaron Hurt Step Increase

Resolution



RECOMMENDATION FOR WITHIN GRADE INCREASE

This is to note that Aaron Hurt will complete the appropriate waiting period for creditable service to salary class/range FF4 on 4/03/2016 to be reflected in hourly rate on pay date 04/22/2016.

\$53,882

Annual

\$19.551

Hourly

Includes Longevity

☒ Does Not Include Longevity

Evaluation

A finding of satisfactory service and a recommendation to advance salary class/range and step on the effective date as listed above has been made. The written Performance Evaluation has been completed and forwarded to the Human Resource Office for placement in the employee's personnel file.



Supervisor Signature

3-29-16
Date



Manager Signature

3-29-16
Date

Employment Information

Date of Hire: 3/25/2013

Present Class/Range: FF 3

Present Salary: \$51,317

Includes Longevity ☒ Does Not Include Longevity

Eligibility Date for Next Advance: 04/02/2017

City Council or Board of Trustee

Action Approved:

Disapproved:

Date:

RESOLUTION 2016-_____
APPROVING SALARIES

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Aaron Hurt, Firefighter/Paramedic, from FF-3 \$51,317/year to FF-4 \$53,882/year effective April 3, 2016

Meredith Cunningham, Seasonal Recreation/Pickard Park Employee, \$9.00/hour effective May 2, 2016

Rickee Chaplin, Seasonal Buxton Flower Worker, \$9.00/hour effective May 9, 2016

Edward Solheim, Seasonal Forestry Tech, \$9.00/hour effective April 18, 2016

Carrol Waser, Seasonal Mower Operator-Park Department, \$9.00/hour effective April 5, 2016

William Glanz, Seasonal Mower Operator-Park Department, \$9.00/hour effective April 5, 2016

Richard Drake, Seasonal Park Maintenance, \$9.00/hour effective April 5, 2016

Passed and approved on the 4th day of April, 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Information

Subject

Resolution Designating Collective Bargaining Representatives

Information

In your packet is the resolution designating City Manager Ryan Waller, Human Resource Director RoxAnne Hunerdosse and Attorney Matthew Brick as its representatives to engage in collective bargaining negotiations.

Roll call is in order.

Attachments

Resolution

CITY OF INDIANOLA

RESOLUTION NO. 2016-_____

**DESIGNATION OF COLLECTIVE BARGAINING
REPRESENTATIVES**

WHEREAS, the City of Indianola has a collective bargaining agreement with certain employees that is set to expire on June 30, 2016; and

WHEREAS, the City Council would like to appoint individuals as its representatives to complete negotiations for a new collective bargaining agreement; and

WHEREAS, pursuant to Iowa Code 20.17, City staff recommends the public employer designate the following individuals as its representatives to engage in collective bargaining negotiations: Ryan Waller, RoxAnne Hunerdosse and Matthew Brick.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Indianola hereby designates Ryan Waller, RoxAnne Hunerdosse and Matthew Brick as its representatives to engage in collective bargaining negotiations.

Moved by _____ and seconded by

_____.

This Resolution passed by the City Council of the City of Indianola on April 4, 2016.

APPROVED:

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk